

Graduate Council Curriculum Committee

March 16, 2011

3:30 p.m., MH 243

Agenda

1. Welcome and call to order
2. Review of minutes from March 2 meeting
3. Addition of an Executive DNP track, Doctor of Nursing Practice, CON
4. Reactivation of the Higher Ed track, Education PhD, CED
5. Name change of Instructional Technology to Instructional Design & Technology, MA, CED
6. Revisions to the Accelerated BA/BS to MA track, CS&D MA, COHPA
7. Revisions to the Public Admin. track, Public Affairs PhD, COHPA
8. Revisions to the Exec. Health Services Admin. track, Health Sciences MS, COHPA
9. Revisions to the Medical Speech-Language Pathology certificate, COHPA
10. Revisions to the Emergency Management & Homeland Security certificate, COHPA
11. Courses and special topics
12. Adjournment

Members of the Graduate Council Curriculum Committee:

Patricia Bishop, Ex officio, AA
Deborah Breiter, RCHM
Honghui Chen, CBA
Tosha Dupras, COS-Chair
Jane Gibson, COM
Naim Kapucu, COHPA
Anne Norris, CON
Joyce Nutta, CED
Max Poole, Liaison, CGS
Tison Pugh, CAH
Boris Zeldovich, COP
Terrie Sypolt, Libraries
Sergio Tafur, GSA
James Turkson, COM
Art Weeks, CECS



Program Action Request Form

This form is to be used to revise, add, suspend, or inactivate degree programs, tracks, or certificate programs. A new form must be used for each program, track, or certificate.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes (use Track Changes in Word)**.

College/Unit(s) Submitting Proposal: Nursing

Proposed Effective Term/Year: Fall 2011

Unit(s) Housing Program: College of Nursing

Name of program, track, and/or certificate: Executive DNP Track

Description of program (this description will show up in the graduate catalog copy):

The Executive DNP track is a dynamic and engaging academic curriculum that prepares the nurse executive for the multiple dimensions of administrative responsibilities within varied healthcare environments. This Track extends and enhances the knowledge, skill and performance of these healthcare system leaders in a wide variety of clinical and administrative environments.

The Executive DNP track meets the unique needs and taps the talent of nurse executives through experiential learning and leadership simulations in a team-centered environment. It provides enrolled executives the opportunity to interact with prominent health care experts who address emergent and challenging issues for nurse leaders, and encourages networking with colleagues across local and state health care and policy organizations.

DELIVERY - Will program be delivered: ☐ Face to face ☐ Completely online ☒ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Not applicable

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Admission will be directly to the track

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Dr. Susan K. Chase, schase@mail.ucf.edu 407-823-6274; 12201 Research Parkway, University Tower, Suite 300;
www.nursing.ucf.edu



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Please check one: This action affects a: ☐ Program ☒ Track ☐ Certificate

Please check one: This action is a(n):

☒ **Addition.** Please proceed to Part A.

☐ **Revision.** If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☐ **Inactivation**

☐ **Temporary Suspension of Admissions.** Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.



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COLLEGE OF GRADUATE STUDIES

Signature Page

RECOMMENDATIONS

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Department Chair:	<i>A Susan K. Chase</i>	Date:	<i>2/8/11</i>
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Curriculum Committee Chair:	<i>Diane McWent</i>	Date:	<i>2/9/2011</i>
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Dean or Unit Head:	<i>Jim Browner</i>	Date:	<i>2/9/2011</i>
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Chair or GSC:		Date:	
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Dean, College of Graduate Studies:		Date:	

APPROVAL

Provost and Vice President for Academic Affairs:

Date:

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies



Part A – For additions or revisions of programs, tracks or certificates

Brief Statement of Program Change and rationale: (Please indicate the change, the rationale for the change, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

National models of DNP education include the preparation of Nurse Executives at the DNP level in addition to Nurse Practitioners. Building on the success of the current College of Nursing (CON) DNP program and in an effort to cultivate and promote leaders within the nursing profession from the front lines of care to the boardroom, the CON is proposing adding a track for nurse administrators as Executive DNPs. This track to prepare nurse administrators/executives with a doctoral degree that focuses on practice leadership.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.



Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Dr. Diane Andrews, PhD, RN
Dr. Christopher Blackwell, PhD, ARNP, ANP-BC
Dr. Jacqueline Byers, PhD, RN, NEA-BC, CPHQ, FAAN
Dr. Susan Chase, EdD, ARNP, FNP-BC
Dr. Judith Ruland, PhD, RN, CNE
Dr. Mary Lou Sole, PhD, RN, CCNS, FAAN, FCCM
Dr. Steven Talbert, PhD, RN
Dr. Julee Waldrop, DNP, ARNP, PNP-BC, FNP-BC
Dr. Diane Wink, FNP-BC, ARNP, FAANP

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

No current student will be impacted by the addition of the new track.

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

The target pool for the first class will be registered nurses currently holding positions with executive authority who are Master's prepared. Nurse Executives are not required to hold Advanced Certification. Certification is optional but will be an expectation of students by the end of their first year of study.

	Year 1	Year 2	Year 3
Headcount	20	25	35



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COLLEGE OF GRADUATE STUDIES

SCHs	300	600	1200
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If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.



Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a “teach out” plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The “teach out” plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester.

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)

**University of Central Florida
College of Nursing**

**Proposal and Supporting Documents for Executive DNP Track
Doctor of Nursing Practice Program**

Summary Executive DNP Track Proposal

Purpose of Track, Rationale for Online

Graduate education in nursing occurs within the context of social demands and needs as well as the interprofessional work environment. The Institute of Medicine (2003) and the National Research Council of the National Academies (2005) have called for nursing education that prepares individuals for practice with interdisciplinary, information systems, quality improvement and patient safety expertise. The Doctor of Nursing Practice (DNP) degree is designed specifically to prepare individuals for advanced nursing practice and practice leadership. The DNP program prepares advanced practice nurses and nurse administrators with a doctoral degree that focuses on practice leadership. The Institute on Medicine (IOM) has made a priority for quality health care outcomes the preparation of nurse leaders who can improve and develop systems of care.

The College of Nursing at the University of Central Florida commenced a post MSN DNP program in 2007 to prepare nurse practitioners with advanced knowledge and skills focused on population health, improvement of practice based on evidence, and policy analysis and practice innovation. The first DNP degrees were awarded at UCF in August 2010. National models of DNP education include the preparation of Nurse Executives at the DNP level in addition to Nurse Practitioners. Building on the success of the current College of Nursing (CON) DNP program and in an effort to cultivate and promote leaders within the nursing profession from the front lines of care to the boardroom, the CON is proposing adding a track for nurse administrators as Executive DNPs. This track to prepare nurse administrators/executives with a doctoral degree that focuses on practice leadership.

Effective executive practice requires substantial knowledge of business, finance, labor relations, strategic leadership, organizational development, healthcare policy, and evaluation. The EDNP is an advanced-level practice degree that emphasizes application of research to clinical nursing practice at the highest administrative levels. Graduate Degrees in fields other than nursing offer some support in preparing for nursing leadership, but they lack a discipline-specific perspective of nursing. In most care settings, the need for nursing care is the central need of patients and nursing leaders must be prepared to lead models of nursing care delivery with a deep and broad preparation in nursing as a discipline.

The College of Nursing has an excellent reputation for its responsiveness to community and individual teaching-learning needs. This program will be provided using a Web based format and students will come to campus several times per year for face-to-face seminars with guest speakers, mentors, and leaders from the industry. The curriculum will be presented in a format that supports collaboration and interprofessional learning experiences and will advance the application of nursing knowledge and practice leadership for the purpose of improving health care for diverse populations.

Career and student outcomes

Career goals for successful students will include executive leadership of nursing in a variety of practice arenas including acute care facilities, public health agencies, home and long term care facility or network leadership where healthcare is provided. Beyond leading nursing practice, graduates will engage at the highest level of policy and decision making for health care system innovation.

The objectives of the proposed Executive DNP Track were developed to be consistent with national guidelines. This reflects slight modification in objectives from the list of DNP Objectives approved for the direct care tracks already approved and in operation. The following table displays current objective for the DNP Program with the objectives for the proposed Executive Track. Differences are highlighted *in italics* in proposed list.

Current Post MSN DNP Program Objectives	Proposed Executive Track Objectives
1. Critically analyze complex clinical situations and practice systems.	1. Critically analyze complex clinical situations and practice systems.
2. Assume leadership roles in the development of clinical practice models, health policy and standards of care.	2. Assume leadership roles in the development of clinical practice models, health policy and standards of care.
3. Demonstrate advanced diagnostic reasoning skills and clinical judgment through scholarship and nursing practice.	3. <i>Develop practice models that support nurses in diagnostic reasoning skills and clinical judgment through the use of evidence based scholarship.</i>
4. Analyze the social, economic, political, epidemiological and other scientific data to improve individual, aggregate and population health.	4. Analyze the social, economic, political, epidemiological and other scientific data to improve individual, aggregate and population health.
5. Demonstrate information fluency and advanced communication skills to lead quality improvement initiatives to improve patient care and health care systems.	5. Demonstrate information fluency and advanced communication skills to lead quality improvement initiatives to improve patient care and health care systems.
6. Design, implement, and evaluate comprehensive care to clients within an area of advanced practice specialization.	6. Design, implement, and evaluate comprehensive care <i>models for clients within an area of responsibility.</i>

Target audience and Demonstrated Needs

The Executive DNP track is a dynamic and engaging academic curriculum that prepares the nurse executive for the multiple dimensions of administrative responsibilities within varied healthcare environments. The target pool for the first class will be registered nurses currently holding positions with executive authority who are Master's prepared. This Track extends and enhances the knowledge, skill and performance of these healthcare system leaders in a wide variety of clinical and administrative environments. There are at least 50 nurses in commuting distance with MSN degrees in Nursing Leadership who are potential students for the program. A Needs Survey is being conducted in January, 2011 to obtain information that will refine aspects of the program and determine interest levels. In recent Community Advisory Board Meetings for the CON, much interest has been expressed.

The Executive DNP track meets the unique needs and taps the talent of nurse executives through experiential learning and leadership simulations in a team-centered environment. It provides enrolled executives the opportunity to interact with prominent health care experts who address emergent and challenging issues for nurse leaders, and encourages networking with colleagues across local and state health care and policy organizations. These interactions help create new possibilities that will shape and implement innovative changes in the health care system. The curriculum also provides students the opportunity to collaborate with other experienced, highly qualified nurse executives who are actively working in senior management roles.

Curriculum, course credit hours, required and elective courses, other requirements

The essential features of this program include the following: prepares nurses at the highest level of practice for the current healthcare environment based on a strong scientific foundation for practice; flexibility and emphasis on evidence based practice, leadership, and organizational analysis; and analysis of practice including completion of the residency project during the clinical residency year.

The College of Nursing's DNP program is founded on the American Association of Colleges of Nursing (AACN) *Position Statement on the Practice Doctorate in Nursing* and the AACN *Essentials of Doctoral Education for Advanced Nursing Practice* (AACN, 2006), and the UCF College of Nursing expertise in doctoral education. The American Organization of Nurse Executives (AONE) supports maintaining MSN level preparation for Nurse Leaders with the DNP as a "terminal degree option" for nurse leaders wishing to develop a deeper aggregate/systems/organizational focus. The Post MSN Executive DNP track here proposed aligns with this position.

Curriculum requirements will include University requirements of graduate credits for the for the doctoral degree (post Master's), limits on recognition of hours completed at the Master's degree level and AACN requirements for practice preparation of 1000 hours post Baccalaureate degree.

The Curriculum will consist of 42 graduate credits following the MSN degree. It will further require a minimum of 730 practice hours, assuming that 270 hours were completed in the MSN degree. Students who completed fewer than 270 hours at the MS level can register for additional practice hours to meet the 1000 total required. Each applicant's academic history will be reviewed for Prerequisite Course equivalency prior to developing the Individualized Plan of Study. The review may include copies of transcripts for courses completed, Portfolios to reflect attainment of prerequisite course objectives. Recent graduates of the CON Nursing Leadership and Management MSN track will have all the required pre-requisite courses.

Prerequisite Courses include: (All 3-credit courses)

NGR 5800 Theory for Advanced Practice Nursing
NGR 6801 Research Methodology for Advanced Practice Nursing
NGR 5884 Legal and Professional Behavior in Advanced Practice Nursing
NGR 6813 Evidence Based Practice for Advanced Practice Nursing
NGR 5871 Health care Informatics
NGR 5720 Organizational Dynamics
NGR 6722 Financial Management and Resource Development
NGR 6723 Nursing Leadership and Management
NGR 6723L Nursing Leadership Role Specialization Practicum
NGR 6946 Nursing Leadership and Management Internship

Executive DNP Track Courses Include:

NGR 6874	Nursing Environment Management
NGR 7673	Epidemiological Principles in Advanced Practice Nursing
NGR 7793	Leadership and Economics in Advanced Practice Nursing
NGR 7820	Innovative Technologies in Healthcare
NGR 7827	Concepts, Measurement, and Data Management
NGR 7892	Healthcare Systems and Policy
NGR 7948	DNP Residency (360 Hours over two semesters)
NGR 7974	DNP Project (6 credits over two semesters)
	Two Electives (Chosen from approved list)

New courses developed for Executive DNP Track

NGR 7XXX Evidence Based Practice Development (3 credits)
NGR 7XXXL Program Development and Management (3 credits; 180 hours)
NGR 7XXXL Advanced Leadership Selective (3 credits; 190 practice hours)

Accreditation was obtained from the Commission on Collegiate Nursing Education (CCNE) in 2007 for a maximum of 10 years for the baccalaureate and master's programs. In 2010, CCNE awarded the new Doctor of Nursing Practice (DNP) Program accreditation for the maximum

period of 5 years. The curriculum structure for this track parallels that of the advanced practice program reviewed. (See comparison table)

Track comparison Post MSN DNP (approved) and Executive DNP Track (proposed)

Current Post MSN DNP Courses	Proposed Post MSN Executive DNP Track Courses
NGR 7673 Epidemiological Principles in Advanced Practice Nursing	NGR 7673 Epidemiological Principles in Advanced Practice Nursing
NGR 6874 Nursing Environment Management	NGR 6874 Nursing Environment Management
NGR 6723 Nursing Leadership and Management	(NGR 6723 taken as MSN for NLM students not counted in Post MSN Executive Track))
	NGR 7820 Innovative Technologies in Healthcare
NGR 7827 Concepts, Measurement, and Data Management	NGR 7827 Concepts, Measurement, and Data Management
NGR 7892 Healthcare Systems and Policy	NGR 7892 Healthcare Systems and Policy
NGR 7948 DNP Residency (360 Hours over two semesters)	NGR 7948 DNP Residency (360 Hours over two semesters)
NGR 7974 DNP Project (6 credits over two semesters)	NGR 7974 DNP Project (6 credits over two semesters)
	NGR 7793 Leadership and Economics in Advanced Practice Nursing
Two Electives (Chosen from approved list)	One Elective (Chosen from approved list)
NGR 6813 Evidence Based Practice	NGR 7XXX Evidence Based Practice Development
NGR 7065 Advanced Clinical Management for APNs	NGR 7XXXL Program Development and Management (180 hours)
NGR 7748L Advanced Clinical Practice Selective (180 Hours)	NGR 7XXXL Advanced Leadership Selective (190 practice hours)
Total Credits: 42 Total Practice Hours: 540	Total Credits: 42 Total Practice Hours: 730

There are no proposed changes for the current MSN level Nursing Leadership and Management Track, so no transition plan is necessary. The Post MSN Executive DNP Track will enroll a completely new group of students.

Resources

The College of Nursing is fortunate to have an exceptional group of faculty members. Faculty members have been recognized regionally, nationally, and internationally for their contributions to nursing. Many faculty members are authors of nationally utilized nursing textbooks spanning topics regarding rural health, patient safety, nursing diagnosis, critical care and maternal and women's health nursing.

Only three new courses are proposed for the Executive DNP track and an open faculty position for Nursing Administration has had several applicants.

Faculty

Faculty available to teach in the proposed program are listed in the table below. One additional full-time faculty member with executive leadership experience and doctoral preparation is currently being recruited.

Executive DNP Track (<i>New courses</i>)	Faculty Available to Teach
NGR 7673 Epidemiological Principles in Advanced Practice Nursing	Christopher Blackwell, PhD, ARNP
NGR 6874 Nursing Environment Management	Jacqueline Byers, PhD, RN, FAAN
NGR 7820 Innovative Technologies in Healthcare	Mary Lou Sole, PhD, APRN, FAAN
NGR 7827 Concepts, Measurement, and Data Management	Steven Talbert, PhD, RN
NGR 7892 Healthcare Systems and Policy	Jacqueline Byers, PhD, RN, FAAN
NGR 7948 DNP Residency (360 Hours over two semesters)	Diane Andrews PhD RN/New Hire
NGR 7974 DNP Project (6 credits over two semesters)	Diane Andrews PhD RN/New Hire
NGR 7793 Leadership and Economics in Advanced Practice Nursing	Jacqueline Byers, PhD, RN, FAAN
NGR 7XXX Evidence Based Practice	Julee, Waldrop, DNP, ARNP

Development	
NGR 7XXXL Program Development and Management (180 hours)	Diane Andrews, PhD, RN/New Hire
NGR 7XXXL Advanced Leadership Selective (190 practice hours)	Diane Andrews, PhD, RN/New Hire

Implementation

There is no change in admission criteria for the Post-MSN DNP Program. Nurse Executives are not required to hold Advanced Certification. Certification is optional but will be an expectation of students by the end of their first year of study.

Other Graduate Nursing Executive Courses available in the university

The Executive DNP Track will seek elective courses primarily from the College of Health and Public Affairs and from the College of Business. The three proposed new courses have no direct equivalent in either of these colleges.

Proposed Executive DNP timeline:

Date/Time Period	Activity
August-November 2010	<ul style="list-style-type: none"> Present proposal to CON MSN/DNP Curriculum Committee and Graduate Department for approval (needs to be presented at 2 meetings; consider additional special agenda meeting or electronic discussion)
January 2011	<ul style="list-style-type: none"> Conduct Needs Survey in Florida and neighboring states
January-February 2011	<ul style="list-style-type: none"> Present proposal to CON faculty as information following Graduate Department approval
March 2011	<ul style="list-style-type: none"> Hold Community Information Session for feedback on program development and implementation
March 2011	<ul style="list-style-type: none"> Present proposal and new and revised courses to the Graduate Curriculum Committee for approval Once approved begin communicating and promoting program and application process
March 2011	<ul style="list-style-type: none"> Begin accepting applications for part-time enrollment for Fall 2011 Executive DNP Track (tentatively plan to extend due dates for applications for first cohort)
August 2011	<ul style="list-style-type: none"> Begin Executive DNP Track

Plan of Study for the Part-time curriculum for Executive DNP Track is included as a separate document.

UCF College of Nursing DNP Program – Executive Track

Plan of Study/Part-Time Fall Start

Student Name: _____ PID: _____ Date: _____

Doctoral Program Curriculum	Semester	Courses/Credits
Formal Coursework: (Foundation, Knowledge Development, and Clinical Coursework: 30 hours) 1) Foundation Areas (6 credits) NGR 7673 Epidemiology Principles in Advanced Practice Nursing (3 credits) NGR 7XXX Advanced Evidence Based Practice Development (3 credits) 2) Knowledge Development (12 credits) NGR 7892 Healthcare Systems and Policy (3 credits) NGR 7827 Concepts, Measurement, Data Management (3 credits) NGR 7793 Leadership and Economics (3 credits) NGR 7820 Innovative Technologies in Healthcare NGR 6874 Nursing Environment Management 3) Electives (3 credits) 4) Clinical (6 credits) NGR 7XXXL Advanced Leadership Selective (3 credits) 190 hours NGR 7XXXL Program Development and Management (3 credits) 180 hours 5) Residency (6 credits) NGR 7948 DNP Residency (6 credits) 360 hours 6) Project (6 credits) NGR 7974 DNP Project (6 credits)	Year 1	
	Fall	7XXX Evidence Based Practice Development (3) NGR 7673 Epidemiology Principles in Advanced Practice Nursing (3)
	Spring	NGR 7892 Healthcare Systems and Policy (3) NGR 6874 Nursing Environment Management (3)*
	Summer	NGR 7820: Innovative Technologies in Healthcare (3)
	Year 2	
	Fall	NGR 7793 Leadership and Economics (3) NGR 7XXX L Advanced Leadership Selective for DNP (3) (lab course 1:60 credits:hrs; may repeat for additional clinical hrs. if needed)
	Spring	NGR 7827 Concepts, Measurement, Data Management (3) NGR 7XXXL Program Development and Management (3) (lab course 1:60 credits:hrs; may repeat for additional clinical hrs. if needed)
	Summer	Approved Elective (3)
	Year 3	
	Fall	Doctoral Project (3) NGR 7974 DNP Residency (3) NGR 7948 (lab 1:60 hrs)
	Spring	Doctoral Project (3) NGR 7974 DNP Residency (3) NGR 7948 (lab 1:60 hrs)
Planning for Project: Planning for Residency: ADVISOR: *Elective may be substituted if course completed at MSN Independent study can be done in certain situations and with the permission of the faculty advisor. Max. of 12 credit hours allowed. Half of POS must be at the 6000-7000 level.		

Additional hours towards 1000 required may be developed through Internship (NGR 6946) or repeat of NGR 7XXX – Advanced Leadership Selective
Total Hours: 42 credits 730 practice
 Prereqs (or equivalents): 5720, 5871, 6723, 6723L, 6722, 5884, 6801, 6813, 6946

EXECUTIVE DNP TRACK

TRACK DESCRIPTION

The Executive Doctor of Nursing Practice track is a dynamic and engaging academic curriculum that prepares the nurse executive for multiple dimensions of administrative responsibilities within varied healthcare environments. The Executive DNP track extends and enhances the knowledge, skill and performance of the healthcare system leaders in a wide variety of clinical and administrative environments.

CURRICULUM

42 Credit Hours Minimum beyond the Master's Degree

The program prepares nurses at the highest level of practice for the current healthcare environment based on a strong scientific foundation for practice; offers flexibility and emphasis on evidence based practice, leadership, and organizational analysis; and provides analytic skills to examine practice innovations involving completion of the residency project during the clinical residency courses.

Executive DNP Track Course – 42 Credit Hours

- NGR 6874 Nursing Environment Management (3 credit hours)
- NGR 7673 Epidemiology Principles in Advanced Practice Nursing (3 credit hours)
- NGR 7793 Leadership and Economics in Advanced Practice Nursing (3 credit hours)
- NGR 7827 Concepts, Measurement, and Data Management (3 credit hours)
- NGR 7820 Innovative Technologies in Healthcare (3 credit hours)
- NGR 7892 Healthcare Systems and Policy (3 credit hours)
- NGR 7XXX Evidence Based Practice Development (3 credit hours)
- NGR 7XXXL Program Development and Management (3 credit hours)
- NGR 7XXXL Advanced Leadership Selective (3 credit hours)
- NGR 7948 DNP Residency (6 credit hours; 360 hours over two semesters)
- NGR 7974 DNP Project (6 credit hours)
- Elective (3 credit hours)

(Full description of DNP Residency and DNP Project is included in general Post MSN DNP section.)



Program Action Request Form

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PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes** (use **Track Changes in Word**).

College/Unit(s) Submitting Proposal: **College of Education**

Proposed Effective Term/Year: **Fall 2011**

Unit(s) Housing Program: **College-wide degree program with track housed in Educational & Human Sciences**

Name of program, track, and/or certificate: **Ph.D. in Education—Higher Education Track**

Description of program (this description will show up in the graduate catalog copy):

The Higher Education track of the Ph.D. in Education is designed specifically for those who wish to pursue careers as scholars and leaders in postsecondary education arenas and in college and university settings. The track has been designed to broaden students' analytical research, administrative and supervisory skills, and political/legal knowledge to enhance their careers in higher education. This track is a research-oriented degree appropriate for those employed in teaching, research and administrative positions in postsecondary education, two- and four-year institutions of higher education, and other educational settings who need a strong theory, research and practice base in their careers.

DELIVERY - Will program be delivered: ☒ Face to face ☐ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

PhD program deadline is February 15th with admission in fall terms only.

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?) **Consistent application requirements for the Ph.D. with**



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admission considered directly into each track.

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Program Director for the Higher Education Track: Dr. Rosa Cintron-Delgado, Associate Professor,
rcintron@mail.ucf.edu, 823-1248, ED 206K

Please check one: This action affects a: ☐ Program ☒ Track ☐ Certificate

Please check one: This action is a(n):

☐ Addition. Please proceed to Part A.

☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

Request is to re-open track for admission in Fall 2011.

☐ Inactivation

☐ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Signature Page

RECOMMENDATIONS

☒ Yes ☐ No Department Chair:

B. Grant Hayes

Date:

2.24.2011

☐ Yes ☐ No College Curriculum Committee Chair:

Date:

☐ Yes ☐ No College Dean or Unit Head:

Date:

02-24-11

☐ Yes ☐ No Chair or GSC:

Date:

☒ Yes ☐ No Dean, College of Graduate Studies:

Date:

APPROVAL

Provost and Vice President for Academic Affairs:

Date:

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies



Part A – For additions or revisions of programs, tracks or certificates

Brief Statement of Program Change and rationale: (Please indicate the change, the rationale for the change, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

The College of Education's request for a temporary (one year) suspension of admission to the Higher Education Track of the Ph.D. in Education was approved by the university's graduate curriculum committee in December 2010. The official admission suspension was communicated by IR on January 10, 2011. While this process for suspension was taking place, individuals continued to submit applications for admission to the track for fall 2011, a program that admits in fall term only. Since the faculty members were able to make the needed adjustments to the program much quicker than expected—the changes mainly having to do with admission requirements—we are asking to re-open admission to the track immediately for fall term 2011.

We are aware of 5 applicants currently posted in the application database for fall 2011, as well as potentially another 5 students who are on “hold” per our instructions, sitting as prospects in another doctoral category until the admission term is reopened.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☒ Yes ☐ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Prospects would be moved from the EdD in Education (which has a later admission term).

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No



UNIVERSITY OF CENTRAL FLORIDA
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If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

--

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

--

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.



Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a “teach out” plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The “teach out” plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester.

Fall 2010	Spring 2011	Summer 2011	Fall 2011	Spring 2012
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)

MEMORANDUM

Date: February 23, 2011

To: Dr. Patricia Bishop, Vice Provost and Dean, College of Graduate Studies
Dr. Max Poole, Senior Associate Dean, College of Graduate Studies

From: Grant Hayes, Ph.D., Professor & Chair
College of Education



RE: Re-open admission to the Higher Education Track (Ph.D.)

The College of Education's request for a temporary (one year) suspension of admission to the Higher Education Track of the Ph.D. in Education was approved by the university's graduate curriculum committee in December 2010. As you know, the official admission suspension was communicated by IR on January 10, 2011. While this process for suspension was taking place, individuals continued to submit applications for admission to the track for fall 2011, a program that admits in fall term only. Since the faculty members were able to make the needed adjustments to the program much quicker than expected—the changes mainly having to do with admission requirements—we are asking to re-open admission to the track immediately for fall term 2011.

The programmatic changes that were made to the Higher Education Track primarily focused on applicant qualifications, professional goals (PhD vs EdD), and prerequisite graduate degrees. Prospective applicants will now participate in a thorough interview process in order to ensure that each candidate's professional goals are aligned with the mission of the Ph.D. in Education, a program designed to prepare individuals for faculty positions in research universities. In addition, prospective students for the Higher Education Track of the Ph.D. must now possess a master's degree in a closely related field (i.e., Student Personnel Services, Community College Education, Educational Leadership)—please see revised

catalog copy below reflecting this revision. Prospective students who do not have a master's degree in a closely related field will be required to complete the prerequisite coursework before being admitted to Ph.D. in Education – Higher Education Track. In the past, students without the master's degree in a closely related field were allowed to complete the prerequisite coursework while in the program, thereby lengthening their time to degree and adding credit hours to the program.

Most importantly, the prospective students' required goal statements and the newly implemented interview process will assist faculty in determining whether candidates are suited for the Ph.D. or may be more suited for the Ed.D. in Educational Leadership – Higher Education track, a professional practice degree.

The Higher Education track of the Ph.D. in Education is designed specifically for those who wish to pursue careers as scholars and leaders in postsecondary education arenas and in college and university settings. The track has been designed to broaden students' analytical research, administrative and supervisory skills, and political/legal knowledge to enhance their careers in higher education. This track is a research-oriented degree appropriate for those employed in teaching, research and administrative positions in postsecondary education, two- and four-year institutions of higher education, and other educational settings who need a strong theory, research and practice base in their careers.

If you have any questions or need additional information about our request to re-open admission effective immediately so that we may consider applicants to the Higher Education track of the Ph.D for fall 2011, please let me know.

TRACK DESCRIPTION

The Higher Education track in the Education PhD program is designed for applicants who have extensive experience as administrators or staff in postsecondary institutions who want to pursue careers as scholars and leaders.

CURRICULUM

Total Credit Hours Required:

69 Credit Hours Minimum beyond the Master's Degree

Required Courses—42 Credit Hours

Core—24 Credit Hours

- IDS 7501 Issues and Research in Education (3 credit hours)
- IDS 7500 Seminar in Educational Research (variable credit and repeatable, 6 credit hours)
- EDF 7475 Qualitative Research in Education (3 credit hours)
- EDF 7403 Quantitative Foundations of Educational Research (3 credit hours)
- EDF 7463 Analysis of Survey, Record and Other Qualitative Data (3 credit hours)
- IDS 7502 Case Studies in Research Design (3 credit hours)
- IDS 7938 Research Cluster Seminar (3 credit hours) or approved research methods elective

Specialization—18 Credit Hours

- EDH 6632 American Professoriate and College Presidency (3 credit hours)
- EDH 7401 Higher Education and Public Policy (3 credit hours)
- EDH 7631 Managing Change, Conflict and Stability in Higher Education (3 credit hours)
- EDH 7405 Legal Issues in Higher Education (3 credit hours)
- EDH 6540 Organization and Administration of Higher Education (3 credit hours)
- EDH 6065 History and Philosophy of Higher Education (3 credit hours)

Dissertation—24 Credit Hours

- EDH 7980 Dissertation Research (24 credit hours minimum)

Doctoral students must present a prospectus for the dissertation to the doctoral adviser, prepare a proposal and present it to the dissertation committee, and defend the final research submission with the dissertation committee.

Internship—3 Credit Hours

- EDH 6946 Higher Education Internship (3 credit hours minimum)

Candidacy

To enter candidacy for the PhD, students must have an overall 3.0 GPA on all graduate work included in the planned program and pass all required examinations. Examinations will be scheduled by the student and major adviser. The associate dean for graduate studies and research must be notified of the date and location of the exam 30 days in advance. Students must be enrolled in the university during the semester an examination is taken.

The following are required to be admitted to candidacy and enroll in dissertation hours:

- Completion of all course work, except for dissertation hours.
- Successful completion of the candidacy examination.
- Successful defense of the written dissertation proposal.
- The dissertation advisory committee is formed, consisting of approved graduate faculty and graduate faculty scholars.
- Submittal of an approved program of study.

Candidacy Examinations

All PhD candidates will be required to complete two examinations.

- Research in the Specialization—8-hour written examination.
- Specialization—3-hour oral examination.

Please note that there may be variations in length of exam time and content based on the respective requirements of each track.

INDEPENDENT LEARNING

The dissertation satisfies the independent learning experience.

Application Requirements

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the [Admissions](#) section of the Graduate Catalog. Applicants must [apply online](#). All requested materials must be submitted by the established deadline.

In addition to the [general UCF graduate application requirements](#), applicants to this program must provide:

- One official transcript (in a sealed envelope) from each college/university attended.

- A master's degree in a closely related field (i.e. Student Personnel Services, Community College Education, Educational Leadership).
- Official, competitive GRE score taken within the last five years.
- Three letters of recommendation.
- Goal statement.
- Résumé.
- Submit one of the following writing samples: research paper, journal article, grant proposal, policy analysis, or program evaluation.
- Applicants to this program are strongly encouraged to complete the necessary information requested for the ETS PPI (Personal Potential Index) report that is available during the GRE examination. All official PPI reports must be submitted directly to the UCF College of Graduate Studies (use UCF Institution Code: 5233).



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Program Action Request Form

This form is to be used to revise, add, suspend, or inactivate degree programs, tracks, or certificate programs. A new form must be used for each program, track, or certificate.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes** (use Track Changes in Word).

College/Unit(s) Submitting Proposal: College of Education

Proposed Effective Term/Year: Fall 2011

Unit(s) Housing Program: Department of Educational and Human Sciences

Name of program, track, and/or certificate: Instructional Technology

Description of program (this description will show up in the graduate catalog copy):

The Master of Arts in Instructional Design & Technology program is designed to meet the needs of working professionals in various settings. It enables candidates to complete courses in traditional, Web, and mixed mode (with one face-to-face meeting every other week). The program offers tracks in educational technology, instructional systems and e-learning enabling candidates to pursue careers as Instructional Designers and as Classroom and Online Distance Educators who are highly proficient in the use of computer and digital technology in business and industry, K-12 and higher education.

DELIVERY - Will program be delivered: ☒ Face to face ☒ Completely online ☒ Mixed delivery



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Deadlines for admissions into graduate certificate and master's degree programs:

	Fall Priority	Fall	Spring	Summer
Domestic Applicants	Jan. 15	July 15	Dec. 1	April 15
International Applicants	Jan. 15	Jan. 15	July 1	Nov. 1
International Transfer Applications	Jan. 15	Mar. 1	Sept 1	Dec. 1

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

- Personal Statement
- Resume
- Official Transcripts (sent directly from prior institution to UCF)
- Three (3) Letters of Recommendation
- Application Fee check or money order
- Residency Classification Form
- Other credentials (as identified by the applicant)

Note: Yes, we will admit directly to tracks

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Program Co-Chair (Instructional Systems Track) Atsusi "2c" Hirumi, PhD Associate Professor hirumi@mail.ucf.edu Telephone: 407.823.1760 Office: Education Complex (ED) 320c http://education.ucf.edu/instttech	Program Co-Chair (Educational Technology and e-Learning Tracks) Glenda Gunter, PhD Associate Professor ggunter@mail.ucf.edu Telephone: 407-823-3502 Office: Education Complex (ED) 322p
--	---

Please check one: This action affects a: ☒ Program ☐ Track ☐ Certificate

Please check one: This action is a(n):

☐ **Addition.** Please proceed to Part A.

☒ **Revision.** If a revision applies to multiple tracks, please list them here and then proceed to Part A:



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Instructional Systems, e-Learning, and Educational Technology

- ☐ Inactivation
- ☐ Temporary Suspension of Admissions. Give Length of Suspension:
-

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Signature Page

RECOMMENDATIONS

☒ Yes ☐ No Department Chair: *B. Hunt Hayes* Date: *1/18/11*
☒ Yes ☐ No College Curriculum Committee Chair: *Martha Sue Hayes* Date: *2/9/2011*
☒ Yes ☐ No College Dean or Unit Head: *[Signature]* Date: *02-10-11*
☐ Yes ☐ No Chair or GSC: _____ Date: _____
☐ Yes ☐ No Dean, College of Graduate Studies: _____ Date: _____

APPROVAL

Provost and Vice President for Academic Affairs: _____ Date: _____

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Part A – For additions or revisions of programs, tracks or certificates

Brief Statement of Program Change and rationale: (Please indicate the change, the rationale for the change, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

We propose to change the name of our program from, "Instructional Technology" to "Instructional Design & Technology" for several important reasons: (a) prospective students often mix up our current name and abbreviation (IT) with Information Technology; (b) to better distinguish and more accurately portray our program that concentrates on both instructional design and the use of technology for instructional purposes; (c) to improve our marketing/recruitment efforts; (d) support professionals and experts in the field who recommend the same change in program name to better distinguish our efforts, and (e) align our program with others across the nation who are also making similar changes. Minor revisions are proposed for the program description to address the program name change and to better identify the potential careers for the target learner population.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☒ Yes ☐ No

If yes, provide the new name of the program, track, or certificate: Instructional Design and Technology

Provide the name of the current program, track, or certificate: Instructional Technology

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change. Fall 2011

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

--

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

--

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

--

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

--

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

--

Part A - Continued

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If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a “teach out” plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The “teach out” plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

--

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester.

Fall 2010	Spring 2011	Summer 2011	Fall 2011	Spring 2012
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ **Attach all appropriate course action requests that will be necessary to implement the changes. (required)**
- ☐ **Emails showing consultation with other units. (if applicable)**



Program Action Request Form

This form is to be used to revise, add, suspend, or inactivate degree programs, tracks, or certificate programs. A new form must be used for each program, track, or certificate.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes (use Track Changes in Word)**.

College/Unit(s) Submitting Proposal: COHPA

Proposed Effective Term/Year: 2012

Unit(s) Housing Program: Communication Sciences and Disorders

Name of program, track, and/or certificate: Accelerated Undergraduate-Graduate Program

Description of program (this description will show up in the graduate catalog copy):

The Department of Communication Sciences and Disorders offers an accelerated BA/BS to MA program for highly qualified UCF undergraduate majors in Communication Sciences and Disorders that enables them to complete a master's degree in one or two fewer semesters than usual.

DELIVERY - Will program be delivered: ☒ Face to face ☐ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Last semester of Sophomore year or first semester of Junior year.

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Program Director(s) and contact information: (name, email, phone, campus address, program website address)





UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Cecyle Carson, ckcarson@mail.ucf.edu, HPA II, Suite 101, www.cohpa.edu/comdis/

Please check one: This action affects a: ☐ Program ☒ Track ☐ Certificate

Please check one: This action is a(n):

☐ **Addition.** Please proceed to Part A.

☒ **Revision.** If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☐ **Inactivation**

☐ **Temporary Suspension of Admissions.** Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.


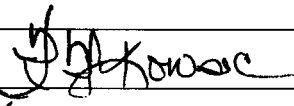
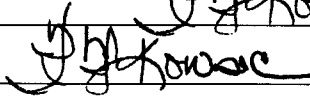
If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Signature Page

RECOMMENDATIONS

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Department Chair: 	Date: 2/3/11
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Curriculum Committee Chair: 	Date: 3/3/11
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Dean or Unit Head: 	Date: 3/3/11
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Chair or GSC:	Date:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Dean, College of Graduate Studies:	Date:

APPROVAL

Provost and Vice President for Academic Affairs:	Date:
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Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies



Part A – For additions or revisions of programs, tracks or certificates

Brief Statement of Program Change and rationale: (Please indicate the change, the rationale for the change, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

Due to changes in the graduate curriculum in Communication Sciences and Disorders which took effect Summer, 2010, the number of hours of shared courses should be increased to 19 (from 18) because of the addition of a one hour course, SPA 6551 Strategic Application of the Scientific Process.

Shared courses between the undergraduate and graduate curriculums need to be added to the catalog for clarity and advising. Shared courses are graduate courses that are also counted towards the Bachelor's degree, and total 19 hours.

- ADD "Shared Courses" SPA 6204 Articulation/Phonological Disorders 3 hrs.; SPA 6496 Language Disorders in Children and Adolescents 6 hrs; SPA 6410 Aphasia and Related Disorders 3 hrs; SPA 6805 Research in Communicative Disorders; SPA 6551 Strategic Application of the Scientific Process 1 hr; SPA 6503C Entry-Level Clinical Practicum 3 hrs.
- These courses replace SPA 4478 Multicultural Aspects, SPA 4803 Research Methods in Communication Sciences and Disorders, SPA 4400 Language Disorders Across the Lifespan, SPA 4476 Speech Disorders Across the Lifespan, plus two restricted electives in the undergraduate curriculum.

ADD the name and contact information of the Accelerated Track coordinator in INFO portion (right side) on page for this track. Cecyle Carson, Ph.D., Undergraduate Program Coordinator, ckcarson@mail.ucf.edu, Telephone 407-823-4797, Suite 101 HPA II. The addition of this contact information will help direct those students who qualify to the appropriate faculty.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☒ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☒ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Drs. Jane Lieberman, Barbara Ehren, Kenyatta Rivers, Anthony Kong, David Ratusnik, Linda Rosa-Lugo, and Charlotte Harvey teach the graduate level courses that are shared with undergraduate courses for those who qualify for the Accelerated Program track. All have Ph.D. or Ed.D. degrees in Communication Sciences and Disorders or in a related field.

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

Students will not be impacted. There are only a few students who qualify for this track and those who are nearly completed took the old course curriculum.

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.



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COLLEGE OF GRADUATE STUDIES

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If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

--

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.



- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.



Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a “teach out” plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The “teach out” plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester.

Fall 2010	Spring 2011	Summer 2011	Fall 2011	Spring 2012
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)

Track changes document; Accelerated track, Communication Disorders and Sciences

TRACK DESCRIPTION

The Department of Communication Sciences and Disorders offers an accelerated BA/BS to MA program for highly qualified UCF undergraduate majors in Communication Sciences and Disorders that enables them to complete a master's degree in one or two fewer semesters than usual. The program is intended for those interested in working with children and adults who have communication disorders. Once students complete the BA/BS, they enroll in the Traditional MA program and follow a prescribed sequence of academic and clinical courses.

CURRICULUM

Total Credit Hours Required:

72 Credit Hours Minimum beyond the Bachelor's Degree

The Department of Communication Sciences and Disorders offers an accelerated BA/BS to MA program for highly qualified undergraduate majors in Communication Sciences and Disorders. Undergraduate students enroll in 48-19 credit hours of graduate-level courses while completing the bachelor's degree. This enables students to achieve a master's degree in the UCF Department of Communication Sciences and Disorders in one to two fewer semesters.

Application Requirements

In addition to the general UCF graduate application requirements, applicants to this program must provide:

- One official transcript (in a sealed envelope) from each college/university attended.
- 3.5 GPA or higher in course work earned at the University of Central Florida.
- Official, highly competitive GRE score taken within the last five years.
- Three letters of recommendation from faculty in the department.
- Résumé.
- A letter of intent describing educational background, professional experiences, and future goals.

Shared Courses

<u>SPA 6204 Articulation/Phonological Disorders</u>	<u>3 hrs</u>
<u>SPA 6496 Language Disorders in Children and Adolescents</u>	<u>6 hrs</u>
<u>SPA 6410 Aphasia and Related Disorders</u>	<u>3 hrs</u>

SPA 6805 Research in Communicative Disorders 3 hrs

SPA 6551 Strategic Application of the Scientific Process 1 hr

SPA 6503C Entry-Level Clinical Practicum 3 hrs

These courses replace SPA 4478, SPA 4803, SPA 4400, SPA 4476, plus two restricted electives in the undergraduate curriculum.

Contact Info

Graduate Program

Linda I Rosa-Lugo EdD

Associate Professor

lrosa@mail.ucf.edu

Telephone: 407-823-4805

Health and Public Affairs II 110 ■

Accelerated Track

Cecyle Carson Ph.D.

Undergraduate Program Coordinator

ckcarson@mail.ucf.edu

Telephone: 407-823-4797

Health and Public Affairs II, Suite 101



Program Action Request Form

This form is to be used to revise, add, suspend, or inactivate degree programs, tracks, or certificate programs. A new form must be used for each program, track, or certificate.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes** (use **Track Changes in Word**).

College/Unit(s) Submitting Proposal:	COHPA
Proposed Effective Term/Year:	Fall 2011
Unit(s) Housing Program:	Public Administration
Name of program, track, and/or certificate:	PhD Public Affairs/PA Track

Description of program (this description will show up in the graduate catalog copy):

The Doctoral Program in Public Affairs is an interdisciplinary program that includes the professional and academic expertise of faculty in the fields of Criminal Justice, Health Management and Informatics, Public Administration, and Social Work. The Public Administration Track prepares students for academic positions in colleges and universities as well as research and leadership positions in public, nonprofit and for profit agencies and organizations.

DELIVERY - Will program be delivered: ☐ Face to face ☐ Completely online ☒ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Dr. Naim Kapucu, nkapucu@mail.ucf.edu, 407-823-6096, HPA II, Suite 238, Orlando 32816-1395,
www.cohpa.ucf.edu/pubadm



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COLLEGE OF GRADUATE STUDIES

Please check one: This action affects a: ☐ Program ☒ Track ☐ Certificate

Please check one: This action is a(n):

☐ Addition. Please proceed to Part A.

☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☐ Inactivation

☐ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

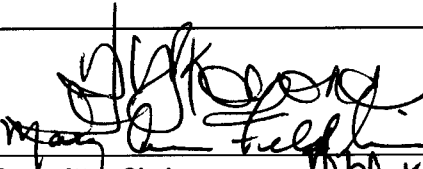
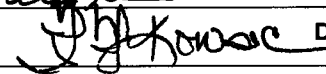
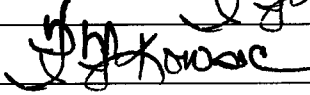
If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.



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COLLEGE OF GRADUATE STUDIES

Signature Page

RECOMMENDATIONS

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Department Chair:		Date:	2/14/11
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Curriculum Committee Chair:		Date:	2-2-11
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Dean or Unit Head:		Date:	3/3/11
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Chair or GSC:		Date:	
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Dean, College of Graduate Studies:		Date:	

APPROVAL

Provost and Vice President for Academic Affairs:	Date:
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Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies



Part A – For additions or revisions of programs, tracks or certificates

Brief Statement of Program Change and rationale: (Please indicate the change, the rationale for the change, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

Current program track requires students to take five PAD prefixed, specific courses. This will change to three PAD prefixed, specific course (Track core courses) and two track electives courses.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:



If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Dr. Thomas Bryer, Dr. Mary Ann Feldheim, Dr. Christopher Hawkins, Dr. Naim Kapucu, Dr. Claire Knox, Dr. Tom Liou, Dr. Wendell Lawther, Dr. XiaoHu Wang. The graduate faculty listed as associate or full graduate faculty. The faculty has significant grant funding and research publications.

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

Current students will be positively impacted by this change. There is no negative impact to current students.

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

N/A

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

--

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)



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Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.



Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☒ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a “teach out” plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The “teach out” plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester.

Fall 2010	Spring 2011	Summer 2011	Fall 2011	Spring 2012
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)



MEMORANDUM

To: COHPA Graduate Council

From: Dr. Naim Kapucu

Subject: Ph.D. / Public Affairs / PA Track modification

Date: February 2, 2011

The Department of Public Affairs is requesting a modification to the PA Track for the Ph.D. in Public Affairs program.

Currently students admitted to the Public Administration Track supplement their required Interdisciplinary core and research methods courses with 15 credit hours of PAD prefixed, discipline-specific courses rather than 15 credit hours of free electives. This curriculum limits the students from pursuing areas of interest that may not be covered by the PA Track Core Courses.

The track modification requires students to take three Track Core Courses (9 credit hours). The remaining six credit hours are selected from a list of restricted Track Electives, including an option for Independent Study, Directed Research, or an appropriate methodological or selected master's level public administration graduate course, or an appropriate course from another department at UCF.

Please see the included catalog language showing the requested modifications.

Ph.D. in Public Affairs, PA Track

Required Courses—42 Credit Hours

Interdisciplinary Core—15 Credit Hours

- PAF 7000 Foundations of Public Affairs (3 credit hours)
- PAF 7110 Ethics and Social Justice in Public Affairs (3 credit hours)
- PAF 7230 Strategic Change and Management in Public Affairs (3 credit hours)
- PAF 7300 Policy Analysis in Public Affairs (3 credit hours)
- PAF 7315 Public Policy: Microeconomic Applications (3 credit hours)

Research Methods—12 Credit Hours

- PAF 7802 Advanced Research Methods in Public Affairs I (3 credit hours)
- PAF 7806 Advanced Research Methods in Public Affairs II (3 credit hours)
- PAF 7804 Advanced Quantitative Methods in Public Affairs I (3 credit hours)
- PAF 7805 Advanced Quantitative Methods in Public Affairs II (3 credit hours)

Required Track Specialization Courses—159 Credit Hours

- PAD 7026 Advanced Seminar in Public Administration (3 credit hours)
- PAD 7XXX7057 Advanced Public Management (3 credit hours)
- ~~PAD 7XXX Program Design and Management (3 credit hours)~~
- PAD 7XXX7827 Collaborative Public Management (3 credit hours)
- ~~PAD 7XXX Advanced Research in Public Administration (3 credit hours)~~

Elective Track Specialization Courses – 6 Credit Hours

- PAD 7317 Program Design and Management (3 credit hours)
- PAD 7707 Advanced Research in Public Administration (3 credit hours)
- PAD 7XXX Directed Research
- PAD 7XXX Independent Study
- Restricted elective approved by advisor

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Dissertation—15 Credit Hours

- PAF 7980 Dissertation Research



Program Recommendation Form

This form is to be used to revise, add, suspend, or inactivate degree programs, tracks, or certificate programs. A new form must be used for each program, track, or certificate.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes (use Track Changes in Word)**.

College/Unit(s) Submitting Proposal: College of Health and Public Affairs

Proposed Effective Term/Year: Fall 2011

Unit(s) Housing Program: Department of Health Management and Informatics

Name of program, track, and/or certificate: Executive Masters of Science in Health Services
Administration Track (e-MSHSA)

Description of program (this description will show up in the graduate catalog copy):

The College of Health and Public Affairs offers a Master of Science degree in Health Sciences with two tracks: Health Services Administration and the Executive Masters of Science in Health Services Administration (e-MSHSA).

The Department of Health Management and Informatics offers a Master of Science in Health Sciences with two tracks in Health Services Administration. The Traditional HSA track is 51 credit hours beyond the bachelor's degree and is accredited program by the Commission on Accreditation of Healthcare Management Education (CAHME). The Executive HSA track is 44 credit hours beyond the bachelor's degree .

Health Services Administration involves managing one or more of the administrative aspects of a health services organization. It encompasses the business management side of health care, including human resources, marketing, sales, accounting, information systems, planning, and facility management. Health care is America's fastest-growing service industry, and health care executives are in demand to administer the acute and long-term care needs of an aging population and to serve as consultants to businesses and industrial organizations.

The HSA tracks are attractive to working professionals with their flexibility in course offerings and times and locations of courses. Students in the Traditional Program will take courses in a variety of formats with the ability to choose from multiple campuses to complete their degree and courses are offered via the web, during evening hours, and occasionally on weekends. Students in the Executive Program will complete all course work online.



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DELIVERY - Will program be delivered: ☐ Face to face ☒ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Same as the University deadlines.

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

The e-MSHSA Track requires students to have 3 years of health care management experience. We will admit directly into the track.

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Reid Oetjen, Ph.D., roetjen@mail.ucf.edu, 407-823-5668, HPA 2, Room 213,

Please check one: This action affects a: ☐ Program ☒ Track ☐ Certificate

Please check one: This action is a(n):

☐ **Addition.** Please proceed to Part A.

☒ **Revision.** If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☐ **Inactivation**

☐ **Temporary Suspension of Admissions.** Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.


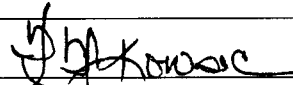
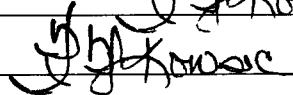
Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.



Signature Page

RECOMMENDATIONS

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Department Chair: 	Date: 2/16/2011
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Curriculum Committee Chair: 	Date: 3/3/11
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Dean or Unit Head: 	Date: 3/3/11
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Chair or GSC:	Date:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Dean, College of Graduate Studies:	Date:

APPROVAL

Provost and Vice President for Academic Affairs:	Date:
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Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies



Part A – For additions or revisions of programs, tracks or certificates

Brief Statement of Program Change and rationale: (Please indicate the change, the rationale for the change, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

The rationale for creating eleven new courses is to differentiate the classes in the Executive Masters in Science in Health Services Administration (e-MSHSA) Track from our current CAHME accredited MS-HSA Program. By increasing each class by one credit hour to four, we can reduce the number of necessary classes to eleven, while incorporating all the necessary content. As a result of this change, the 3-credit hour elective has also been eliminated and incorporated into the required curriculum. This is based upon the already successful Health Care Informatics Master Degree Program that caters to working health care professionals. In addition, we have removed the on-campus sessions in order to be able to recruit distance students. Lastly, the prerequisites have been eliminated as the targeted students are experienced health care professionals and should be knowledgeable in these areas.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled,



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COLLEGE OF GRADUATE STUDIES

readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

The only change of faculty is the addition of Dr. Larry West whose area of specialty is economics. Dr. West previously taught in the Management Information Systems (MIS) Program in the College of Business.

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

No, there are no students currently enrolled in the program. The first cohort of students to be admitted will be Fall 2011.

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

The entire program of study will be offered by faculty in the Department of Health Management and Informatics.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.



--

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

--

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1	0	n/a	0	0	n/a
Year 2	0	n/a	0	0	n/a
Year 3	0	n/a	0	0	n/a

Checklist of items to be provided:

- ☒ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☒ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.



Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a “teach out” plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The “teach out” plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester.

Fall 2010	Spring 2011	Summer 2011	Fall 2011	Spring 2012
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)

e-MSHSA vs. Proposed Curriculum	
1 st Fall	
e-MSHSA	Proposed Curriculum
<ul style="list-style-type: none">HSA 6342 Health Care Human Resources	<ul style="list-style-type: none">HSA 6xxx Health Care Statistics and Research (4 credits)
<ul style="list-style-type: none">PHC 6160 Health Care Finance	<ul style="list-style-type: none">HSA 6xxx Health Care Leadership (4 credits)
<ul style="list-style-type: none">PHC 6146 Health Planning and Policy	
1 st Spring	
<ul style="list-style-type: none">HSA 6128 Health Care Services Management	<ul style="list-style-type: none">HSA 6xxx Financial Accounting (4 credits)
<ul style="list-style-type: none">*HSC 6656 Health Care Ethics (Sample Elective)	<ul style="list-style-type: none">HSA 6xxx Human Resources Management & Law (4 credits)
<ul style="list-style-type: none">PHC 6164 Health Care Finance II	
1 st Summer	
<ul style="list-style-type: none">HSA 6385 Health Care Quality Management	<ul style="list-style-type: none">HSA 6xxx Health Care Quality & Risk Management (4 credits)
<ul style="list-style-type: none">PHC 6000 Epidemiology	<ul style="list-style-type: none">HSA 6xxx Financial Management (4 credits)
2 nd Fall	
<ul style="list-style-type: none">HSA 6108 Health Care Organization and Management II	<ul style="list-style-type: none">HSA 6xxx Health Care Informatics & Information Management (4 credits)
<ul style="list-style-type: none">HSC 6911 Scientific Inquiry in the Health Profession	<ul style="list-style-type: none">HSA 6xxx Health Care Economics and Policy (4 credits)
<ul style="list-style-type: none">HSA 6119 Health Care Organization and Management	
2 nd Spring	
<ul style="list-style-type: none">A 5198 Health Care Decision Sciences and Knowledge Management	<ul style="list-style-type: none">HSA 6xxx Epidemiology & Health Planning (4 credits)
<ul style="list-style-type: none">PHC 6420 Case Studies in Health Law	<ul style="list-style-type: none">HSA 6xxx Health Care Ethics and Law (4 credits)
<ul style="list-style-type: none">HSA 6155 Health Economics and Policy	
2 nd Summer	
<ul style="list-style-type: none">HSA 6925 Capstone in HSA	<ul style="list-style-type: none">HSA 6xxx Capstone & Strategic Management (4 credits)

Required Courses		
MSHSA	e-MSHSA	Proposed Curriculum
<ul style="list-style-type: none"> • HSA 5198 Health Care Decision Sciences and Knowledge Management (3 credits) 	<ul style="list-style-type: none"> • A 5198 Health Care Decision Sciences and Knowledge Management (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Informatics & Information Management (4 credits)
<ul style="list-style-type: none"> • HSA 6108 Health Care Organization and Management II (3 credits) 	<ul style="list-style-type: none"> • HSHSA 6108 Health Care Organization and Management II (3 credits) 	<ul style="list-style-type: none"> • Material covered in new capstone class
<ul style="list-style-type: none"> • HSA 6119 Health Care Organization and Management (3 credits) 	<ul style="list-style-type: none"> • HSA 6119 Health Care Organization and Management (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Leadership (4 credits)
<ul style="list-style-type: none"> • HSA 6128 Health Care Services Management (3 credits) 	<ul style="list-style-type: none"> • HSA 6128 Health Care Services Management (3 credits) 	<ul style="list-style-type: none"> • Material covered in other classes
<ul style="list-style-type: none"> • HSA 6155 Health Economics and Policy (3 credits) 	<ul style="list-style-type: none"> • HSA 6155 Health Economics and Policy (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Economics and Policy (4 credits)
<ul style="list-style-type: none"> • HSA 6342 Health Care Human Resources (3 credits) 	<ul style="list-style-type: none"> • HSA 6342 Health Care Human Resources (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Human Resources Management & Law (4 credits)
<ul style="list-style-type: none"> • HSA 6385 Health Care Quality Management (3 credits) 	<ul style="list-style-type: none"> • HSA 6385 Health Care Quality Management (3 credit hours) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Quality & Risk Management (4 credits)
<ul style="list-style-type: none"> • HSA 6925 Capstone in HSA (3 credits) 	<ul style="list-style-type: none"> • HSA 6925 Capstone in HSA (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Capstone & Health Care Strategic Management (4 credits)
<ul style="list-style-type: none"> • HSA 6946 Internship (3 credits) 	<ul style="list-style-type: none"> • Course Not Required 	<ul style="list-style-type: none"> • Course Not Required
<ul style="list-style-type: none"> • HSC 6636 Issues and Trends in the Health Professions (3 credits) 	<ul style="list-style-type: none"> • Course Not Required 	<ul style="list-style-type: none"> • Course Not Required
<ul style="list-style-type: none"> • HSC 6911 Scientific Inquiry in the Health Profession (3 credits) 	<ul style="list-style-type: none"> • HSC 6911 Scientific Inquiry in the Health Profession (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Statistics and Research (4 credits)
<ul style="list-style-type: none"> • PHC 6000 Epidemiology (3 credits) 	<ul style="list-style-type: none"> • PHC 6000 Epidemiology (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Epidemiology & Health Care Planning (4 credits)
<ul style="list-style-type: none"> • PHC 6146 Health Planning and Policy (3 credits) 	<ul style="list-style-type: none"> • PHC 6146 Health Planning and Policy (3 credits) 	<ul style="list-style-type: none"> • Material covered in new Health Care Economics class
<ul style="list-style-type: none"> • PHC 6160 Health Care Finance (3 credits) 	<ul style="list-style-type: none"> • PHC 6160 Health Care Finance (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Financial Accounting (4 credits)
<ul style="list-style-type: none"> • PHC 6164 Health Care Finance II (3 credits) 	<ul style="list-style-type: none"> • PHC 6164 Health Care Finance II (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Financial Management (4 credits)
<ul style="list-style-type: none"> • PHC 6420 Case Studies in Health Law (3 credits) 	<ul style="list-style-type: none"> • PHC 6420 Case Studies in Health Law (3 credits) 	<ul style="list-style-type: none"> • HSA 6xxx Health Care Ethics and Law (4 credits)
<i>Total: 48 Credits</i>	<i>Total 42 Credits</i>	<i>Total 44 Credits</i>

TRACK DESCRIPTION

The Department of Health Management and Information Sciences offers a Master of Science in Health Sciences with a track in Executive Health Services Administration (e-MSHSA). This program is designed for self-motivated, experienced health services professionals with a minimum of three years of relevant professional experience, including managers, mid-career professionals, and clinicians.

CURRICULUM

Total Credit Hours Required:

45-44 Credit Hours Minimum beyond the Bachelor's Degree

The Executive Health Services Administration track in the Health Sciences MS program requires a minimum of 45-44 credit hours beyond the bachelor's degree, ~~that includes 42-40 credit hours of required courses and three credit hours of an elective.~~ Students must pass a comprehensive examination at the end of their studies as part of HSA 6925 XXXX Capstone in HSA. Knowledge of personal computers is required.

Done
Comment (regulation): It appears they are all required courses. (Instead of 40 credit hours of required courses)

This program can be completed almost completely online with a course sequence that is lock-step and students must follow the required sequence of course work. The term each course is offered is indicated in the -course listing below. Students must consult with their academic adviser to develop a plan of study.

~~In addition to the course work, students are required to attend six on-campus sessions with each comprised of 2.5 days (20 clock hours) per session, in order for each student to receive a total of 120 hours of on-campus instruction that can best be taught face to face.~~

Required Courses—42-40 Credit Hours

Core—39-40 Credit Hours

- HSA 6xxx Health Care Statistics and Research (4 credit hours) Offered 1st fall
- HSA 6xxx Leadership for Health Care Executives (4 credit hours) Offered 1st fall
- HSA 6xxx Financial Accounting for Health Care Managers (4 credit hours) Offered 1st spring
- HSA 6xxx Health Care Organizational Behavior and Human Resource Management (4 credit hours) Offered 1st spring
- HSA 6xxx Health Care Quality and Risk Management (4 credit hours) Offered 1st summer
- HSA 6xxx Financial Management for Health Care Managers (4 credit hours) Offered 1st summer
- HSA 6385 Health Care Informatics for Health Care Leaders (4 credit hours) Offered 2nd fall
- HSA 6xxx Health Care Economics and Policy (4 credit hours) Offered 2nd fall
- HSA 6xxx Epidemiology and Health Planning (4 credit hours) Offered 2nd spring
- HSA 6xxx Health Care Law and Ethics (4 credit hours) Offered 2nd spring
- HSA 6342 Health Care Human Resources Management (3 credit hours) Offered first Fall

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space

- ~~PHC 6160 Health Care Finance I (3 credit hours) — Offered first Fall~~
- ~~PHC 6146 Health Planning and Policy (3 credit hours) — Offered first Fall~~
- ~~HSA 6128 Health Care Services Management (3 credit hours) — Offered first Spring~~
- ~~PHC 6164 Health Care Finance II (3 credit hours) — Offered first Spring~~
- ~~HSA 6385 Health Care Quality Management (3 credit hours) — Offered first Summer~~
- ~~PHC 6000 Managerial Epidemiology (3 credit hours) — Offered first Summer~~
- ~~HSA 6108 Health Care Organization and Management II (3 credit hours) — Offered second Fall~~
- ~~HSA 6119 Health Care Organization and Management I (3 credit hours) — Offered second Fall~~
- ~~HSC 6911 Scientific Inquiry in the Health Professions (3 credit hours) — Offered second Fall~~
- ~~HSA 5198 Health Care Decision Sciences and Knowledge Management (3 credit hours) — Offered second Spring~~
- ~~PHC 6420 Case Studies in Health Law (3 credit hours) — Offered second Spring~~
- ~~HSA 6155 Health Economics and Policy (3 credit hours) — Offered second Spring~~

Capstone—3-4 Credit Hours

A final written examination experience is required of all students in the program. This requirement will be met through successful completion of the capstone course (HSA 69256xxx). To successfully pass this course, students must earn a grade of "A" or "B." There is one exception: students who earn no other "C" grades while in the HSA program will be permitted to pass this course with a grade of "C."

- ~~HSA 6925-6xxx Health Care Capstone and Strategic Management in HSA (3-4 credit hours; see description below) — Offered second Summer~~

Elective Courses—3 Credit Hours

Choose one course from the following list. The elective course will be taken during the student's first spring semester.

- ~~HSC 6656 Health Care Ethics (3 credit hours)~~
- ~~HSA 6112 International Health Care (3 credit hours)~~
- ~~HSA 6511 Health Care Leadership (3 credit hours)~~

Additional Program Requirements

Students must maintain a grade point average of at least 3.0 ("B") in the program of study in order to continue in the major and to graduate. Additionally, students may not earn more than two six credit hours of "C" grades while in the program. Students who earn a third more than six credit hours of "C" grades may be dismissed from further study in the major. A student who earns a grade of "D" or below will be dismissed from further study in the Executive HSA program. In any course repeated, a student must earn a grade of "B" or better. The Executive Health Services Administration program does not use plus/minus grading.

Done
 Comment [redacted]: Now that you have 4 CH courses, we can't use the language of "2 C grades."

INDEPENDENT LEARNING

Independent learning is demonstrated throughout the curriculum through the process of inquiry and dialogue. Tangible research projects, scholarly papers, or our capstone experience also contribute to the self-development of our students. The research study and final report will focus on reviewing and analyzing contemporary research in a student's particular specialization within the profession in order to help students acquire knowledge and skills pertaining to research-based best practices in that specialization area.

Application Requirements

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the [Admissions](#) section of the Graduate Catalog. Applicants must [apply online](#). All requested materials must be submitted by the established deadline.

In addition to the [general UCF graduate application requirements](#), applicants to this program must provide:

- One official transcript (in a sealed envelope) from each college/university attended.
- Goal statement indicating how the Health Science MS program will enhance career goals.
- Résumé (no longer than two pages).
- Evidence of a minimum of three (3) years or more off relevant professional experience in healthcare.
- Applicants applying to this program who have attended a college/university outside the United States must provide a course-by-course credential evaluation with GPA calculation. Credential evaluations are accepted from [World Education Services \(WES\)](#) or [Josef Silny and Associates, Inc.](#) only.

Admission to the program is competitive, based on evaluation of the applicant's abilities, past academic performance, work experience, and the match of the program with career goals. The E-Health Services Administration track accepts the most qualified students. Not all students who apply may be accepted, even if minimum requirements are met.

Students are admitted to the ~~E~~*E*-MSHSA track during the fall semester of each academic year. The program utilizes a cohort model; thus, only full-time enrollment is available (there are no part-time options available).

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Application Deadlines

All application materials must be submitted by the appropriate deadline listed below.

Executive Health Services Administration	Fall Priority	Fall	Spring	Summer
Domestic Applicants	Jan 15	July 15		
International Applicants	Jan 15	Jan 15		
International Transfer Applicants	Jan 15	Mar 1		



Program Recommendation Form

This form is to be used to revise, add, suspend, or inactivate degree programs, tracks, or certificate programs. A new form must be used for each program, track, or certificate.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes (use Track Changes in Word)**.

College/Unit(s) Submitting Proposal: College of Health and Public Affairs

Proposed Effective Term/Year: Summer 2011

Unit(s) Housing Program: Communication Sciences and Disorders

Name of program, track, and/or certificate: Certificate in Medical Speech-Language Pathology

Description of program (this description will show up in the graduate catalog copy):

The UCF Department of Communication Sciences and Disorders (CSD) **Graduate Certificate in Medical Speech-Language Pathology** is designed to prepare speech-language pathologists and students currently enrolled in the CSD graduate program with the knowledge and skills necessary to evaluate and treat individuals with medically related communication disorders.

DELIVERY - Will program be delivered: X ☐ Face to face ☐ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Interested applicants should submit an application and official transcripts online only. Please see [http://www.graduatecatalog.ucf.edu/Programs/Program.aspx?ID=1466&program=Medical Speech-LanguagePathology Certificate](http://www.graduatecatalog.ucf.edu/Programs/Program.aspx?ID=1466&program=Medical%20Speech-LanguagePathology%20Certificate) for application deadlines.

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Program Director(s) and contact information: (name, email, phone, campus address, program website address)



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Linda I. Rosa-Lugo, Ed.D., CCC/SLP
Associate Professor
Graduate Coordinator
Department of Communication Sciences and Disorders
University of Central Florida, COHPA
P.O. Box 162215
Orlando, Florida 32816-2215
O: (407) 823-4798
Direct Line: (407) 823-4805
Fax: (407) 823-4816
email: lrosa@mail.ucf.edu

Medical Certificate Contact Person:
Bari Hoffman Ruddy, Ph.D.
Associate Professor
Department of Communicative Disorders
University of Central Florida
P.O. Box 162215 HPA 2 Room 101 K
Orlando, FL 32826-2215
(407) 823-4804 Fax (407) 823-0112
bhruddy@mail.ucf.edu

Please check one: This action affects a: ☐ Program ☐ Track ☒ Certificate

Please check one: This action is a(n):

☐ **Addition.** Please proceed to Part A.

☒ **Revision.** If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☐ **Inactivation**

☐ **Temporary Suspension of Admissions. Give Length of Suspension:**

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.



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Signature Page

RECOMMENDATIONS

☒ Yes

☐ No

Department Chair:

Date: 2/3/2011

☒ Yes

☐ No

College Curriculum Committee Chair:

Date: 3/3/11

☒ Yes

☐ No

College Dean or Unit Head:

Date: 3/3/11

☐ Yes

☐ No

Chair or GSC:

Date:

☐ Yes

☐ No

Dean, College of Graduate Studies:

Date:

APPROVAL

Provost and Vice President for Academic Affairs:

Date:

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;

University Analysis and Planning Support; College of Graduate Studies



Part A – For additions or revisions of programs, tracks or certificates

Brief Statement of Program Change and rationale: (Please indicate the change, the rationale for the change, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

The changes made to the Medical Certificate include the addition of elective courses that may be applied toward credit for the medical certificate. Our department has developed medically based electives in the following courses :

- SPA 6245 Communication Disorders in Cleft Palate-Velopharyngeal Dysfunction (3 credit hours)
- SPA 6417 Cognitive/Communication Disorders (3 credit hours) (Prerequisite: SPA 6410 Aphasia and Related Disorders)
- SPA 6567 Feeding and Swallowing Disorders (3 credit hours)
- SPA 6453 Management of Cognitive Communication Disorders in Traumatic Brain Injury (3 credit hours)
- SPA 6432 Issues in Autism (3 credit hours)
- SPA 6938 Management of Upper Airway and Aerodigestive Disorders (3 credit hours)

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No



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If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

Students will have more choices pertaining to classes they can take toward earning the medical certificate

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

na

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

	Year 1	Year 2	Year 3



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Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

--

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.



Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a “teach out” plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The “teach out” plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester.

Fall 2010	Spring 2011	Summer 2011	Fall 2011	Spring 2012
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)

University of Central Florida
Department of Communication Sciences and Disorders
Graduate Certificate in Medical Speech-Language Pathology

PROGRAM DESCRIPTION

The UCF Department of Communication Sciences and Disorders (CSD) **Graduate Certificate in Medical Speech-Language Pathology** is designed to prepare speech-language pathologists and students currently enrolled in the CSD graduate program with the knowledge and skills necessary to evaluate and treat individuals with medically related communication disorders.

Interested applicants should submit an application and official transcripts online only. Please see <http://www.graduatecatalog.ucf.edu/Programs/Program.aspx?ID=1466&program=Medical Speech-Language Pathology Certificate> for application deadlines.

CURRICULUM

Current UCF CSD Graduate Students: 12 Credit hours (3 courses to be selected from the list below). Students who are currently enrolled in the UCF CSD Graduate program will be required to take 9 credit hours in addition to SPA 6567 required to fulfilling the regular program requirements.

Certificate only, for Professionals: 12 credit hours (4 courses to be selected from the list below). Feeding and Swallowing Disorders will be a required course toward this certificate if you have not previously taken a course in Feeding and Swallowing Disorders at the Graduate level.

All courses toward the Medical Speech-Language Pathology Certificate should be selected in consultation with the Graduate Program Director and/or Faculty Adviser.

Courses for the Medical Certificate – 12 Credit Hours

- SPA 6245 Communication Disorders in Cleft Palate-Velopharyngeal Dysfunction (3 credit hours)
- SPA 6417 Cognitive/Communication Disorders (3 credit hours) (Prerequisite: SPA 6410 Aphasia and Related Disorders)
- SPA 6567 Feeding and Swallowing Disorders (3 credit hours)
- SPA 6453 Management of Cognitive Communication Disorders in Traumatic Brain Injury (3 credit hours)
- SPA 6432 Issues in Autism (3 credit hours)
- SPA XXXX Management of Upper Airway and Aerodigestive Disorders (3 credit hours)

Admission Criteria:

1. Admission is open to those holding a Master's degree in Speech-Language Pathology from an accredited institution and Graduate students currently enrolled in the UCF CSD program who are in good academic standing and not on academic probation;
2. Courses from a previous Graduate degree program or Certificate program cannot be applied toward the completion of the Certificate *in Medical Speech-Language Pathology*;

3. Students who are currently enrolled in UCF's CSD graduate program can only share SPA 6567 Feeding and Swallowing Disorders (3 credit hours) toward the Medical Speech-Language Pathology Certificate and the Master's degree requirements. Nine credit hours will need to be taken in addition to the regular Master's program course sequence (i.e. in addition to the electives taken to complete the Master's program). This will typically result in at least one extra semester of coursework as well as a revision of your plan of study.



Program Recommendation Form

This form is to be used to revise, add, suspend, or inactivate degree programs, tracks, or certificate programs. A new form must be used for each program, track, or certificate.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes (use Track Changes in Word)**.

College/Unit(s) Submitting Proposal:

Health & Public Affairs

Proposed Effective Term/Year:

Fall 2011

Unit(s) Housing Program:

Public Administration

Name of program, track, and/or certificate:

Emergency Management
Homeland Security
Graduate Certificate

Description of program (this description will show up in the graduate catalog copy):

The graduate certificate in Emergency Management and Homeland Security provides an interdisciplinary graduate education for people engaged in or seeking professional careers in emergency management and homeland security.

DELIVERY - Will program be delivered: ☒ Face to face ☐ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Dr. Claire Knox, cknox@mail.ucf.edu, 407-823-0153

Dr. Naim Kapucu, nkapucu@mail.ucf.edu 407-823-6096

HPA II, Suite 238, www.cohpa.ucf.edu/pubadm



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Please check one: This action affects a: ☒ Program ☐ Track ☐ Certificate

Please check one: This action is a(n):

☐ Addition. Please proceed to Part A.

☒ Add an internship option to the Graduate Certificate in Emergency Management and Homeland Security

☐ Inactivation

☐ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.



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Signature Page

RECOMMENDATIONS

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Department Chair: <i>Maya L. Field</i>	Date: <i>2-18-11</i>
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Curriculum Committee Chair: <i>J. H. Kowac</i>	Date: <i>3/3/11</i>
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	College Dean or Unit Head: <i>J. H. Kowac</i>	Date: <i>3/3/11</i>
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Chair or GSC:	Date:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Dean, College of Graduate Studies:	Date:

APPROVAL

Provost and Vice President for Academic Affairs:	Date:
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Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies



Part A – For additions or revisions of programs, tracks or certificates

Brief Statement of Program Change and rationale: (Please indicate the change, the rationale for the change, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

The emergency management/homeland security field has a strong professional component. Prior work experience is critical for EMHS students for future employability. For those students not having EMHS work experience, an internship specific to the area is vital to their future. There are no changes to the credit hours; the internship is optional but recommended if the student has no EMHS work experience. The student may not apply current or previous work experience toward the internship.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:



If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Dr. Naim Kapucu

Dr. Claire Knox

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

Students will not be impacted. The internship is an optional elective

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

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	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)



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Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.



Are students currently enrolled in the program? ☐ Yes ☐ No

Please specify the intended time period of inactivation or suspension:

Fall 2010	Spring 2011	Summer 2011	Fall 2011	Spring 2012
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

☐ **Attach all appropriate course action requests that will be necessary to implement the changes. (required)**

☐ **Emails showing consultation with other units. (if applicable)**

<h1 style="text-align: center;">UNIVERSITY OF CENTRAL FLORIDA</h1> <h2 style="text-align: center;">PAD 6946 Emergency Management and Homeland Security Internship</h2>
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Instructor: Claire C. Knox, Ph.D.	Semester:
Office: Orlando Campus HPA II – Room 235 Hours: Tuesdays/Thursdays 1:30 p.m. - 4:30 p.m.	Phone: (407) 823-0153
E-mail: cknox@mail.ucf.edu	FAX: (407) 823-5651
Required Text(s): N/A	

Description of Course

The purpose of the internship program is to provide students with work experiences that expose them to emergency management agencies or non-profit organizations and their operations. The internship program is designed to provide students with an opportunity to apply knowledge, skills, theory, and concepts acquired in the classroom to the world of the practitioner. This course requires a minimum of 180 hours placement in an approved emergency management agency or nonprofit organization for 3 credits

This course is designed to respond in part to the national Association of Schools of Public Affairs Administration (NASPAA) common curriculum components:

- * Budgeting and financial processes.
- * Policy and program formulation, implementation, and evaluation.
- * Decision-making and problem solving.
- * Political and legal institutions and processes.
- * Organization and management concepts and ethical behavior.

Course Objectives

- To ease the transition from student to practitioner, while providing students with the opportunity to make significant contributions to society;
- To enhance student awareness of the professional obligations of public sector administrators and nonprofit executives;
- To provide students with an opportunity to employ conceptual training within a professional work environment and use analytical skills to solve problems; and
- To help students begin to build a professional network of contacts.

Academic Honesty

Students will be held to the terms of academic honesty as dictated by UCF. Plagiarism, copying, and all other types of cheating will not be tolerated. All abuses will be reported to the University. Students found guilty of academic dishonesty may receive an "F" in the course, be asked to leave the University, or suffer other consequences. Students should refer to the Golden Rule for further clarification of this issue.

Disability Access Statement

The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester (by the end of the second week) to discuss needed accommodations. No accommodation will be provided until the student has met with the professor to request accommodations. Students who need accommodations must be registered with Student Disability Services, Student Resource Center Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.

INTERNSHIP REQUIREMENTS

PLEASE NOTE THAT ALL ASSIGNMENTS (with the exception of the Learning Agreement, Confirmation of Internship Placement, and Internship Evaluation) MUST BE SUBMITTED ON-LINE IN WEBCOURSES. NO ASSIGNMENTS WILL BE ACCEPTED IN CLASS OR VIA MY CAMPUS GROUPWISE EMAIL ACCOUNT.

- Students must meet a minimum of **180 hours for 3 credits**.
- Students must complete a **Learning Agreement** with the employing agency. This contract must be completed and returned to the Internship Coordinator office within two weeks of the start of the internship.
- Students must complete three progress reports.
- Student must complete a **final academic paper**. This is due prior to finals week (**See coordinator for specific due date). The paper should include the following:
 - A brief description of the agency and its function;
 - A description of the tasks and duties performed by the student;
 - An analysis of the agency operation/programs that the student experienced as part of the internship;
 - A description and integration of course materials with the internship experience;
 - An evaluation of the internship experience both in terms of course work taken and career goals; and
 - This paper must be 3 to 5 pages typed, of professional quality, and follow APA (6th edition) formatting.
- Student must complete a **Post-Internship Questionnaire**. This must be turned in with the final academic paper.
- Students are required to check the Webcourses site at least once a week for updates from the instructor.
- Internship supervisor is to send in a statement of hours worked to cknox@mail.ucf.edu by (specified date) at 11:30 p.m.

It is the student's responsibility to make sure that the internship coordinator receives all forms and reports on time. Failure to complete any internship paperwork may result in a delay in grades or an incomplete.

Grading For Course

Assignment	Points
Hour Requirement Met	20
Learning Agreement/Confirmation of Placement	10
3 Progress Reports (15 points each)	45
Post Internship Questionnaire	10
Final Paper	15
Total Points	100

GRADING POINTS *Using (+ -)*

100	93	=	A	4.0
92	90	=	A-	3.75
89	87	=	B+	3.25
86	83	=	B	3.0
82	80	=	B-	2.75
79	77	=	C+	2.25
76	73	=	C	2.0
72	70	=	C-	1.75
69	67	=	D+	1.25
66	63	=	D	1.0
62	60	=	D-	0.75
59	0	=	F	0.00

Disclaimer Statement: Please note this is a tentative syllabus, and the instructor reserves the right to make any changes that may be necessary to meet the objectives of the course.

CURRICULUM

The certificate in Emergency Management and Homeland Security consists of 18 credit hours at the graduate level, including four required core courses and two electives (one from a planning emphasis and one from management/policy).

Total Credit Hours Required:

18 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—12 Credit Hours

All students must take the following courses.

- PAD 6399 Foundations of Emergency Management and Homeland Security (3 credit hours)
- PAD 6397 Managing Emergencies and Crises (3 credit hours)
- PAD 6716 Information Systems for Public Managers and Planners (3 credit hours)
- PAD 6825 Cross-Sectoral Governance (3 credit hours)

Elective Courses—6 Credit Hours

Restricted—6 Credit Hours

- Select one course from Group 1
- Select one course from Group 2

Group 1—Planning Emphasis

- PAD 5336 Introduction to Urban Planning (3 credit hours)
- PAD 5338 Land Use and Planning Law (3 credit hours)
- PAD 5356 Managing Community and Economic Development (3 credit hours)
- PAD 6353 Environmental Program Management Research (3 credit hours)
- CGN 6655 Regional Planning, Design, and Development (3 credit hours)
- PUR 6403 Crisis Public Relations (3 credit hours)
- **PAD 6946 Internship (internship must show a planning emphasis. If an internship is completed as a group 1 elective, a second internship cannot be completed as a group 2 elective. Current or previous employment cannot be applied toward the internship).**

Group 2—Management and Policy Emphasis

- PAD 6142 Nonprofit Organizations (3 credit hours)
- PAD 6037 Public Organizations Management (3 credit hours)
- PAD 6387 Transportation Policy (3 credit hours)

- CCJ 6021 Criminal Justice Responses to Terrorism (3 credit hours)
- HSA 5198 Health Care Decision Sciences and Knowledge Management (3 credit hours)
- INR 6136 Seminar in American Security Policy (3 credit hours)
- INR 6071 Seminar in Weapons of Mass Destruction (3 credit hours)
- **PAD 6946 Internship (internship must show a planning emphasis. If an internship is completed as a group 1 elective, a second internship cannot be completed as a group 2 elective. Current or previous employment cannot be applied toward the internship).**

Draft suggestions for 4000/5000 split courses

The Graduate Council Curriculum Committee discourages the establishment of split courses. Graduate students are entitled to more challenging content, instruction, and assessment, which are difficult to provide in classes offered to undergraduates as well. Circumstances may compel a unit to propose a split course. In these cases, the proposal should indicate the reasons a split course is necessary and what long-term measures are being taken to provide undergraduates and graduates with appropriate coursework. In addition, it is important to differentiate each of the undergraduate and graduate course elements. To provide reviewers with a clear delineation of the differences between the 4000 & 5000 courses, Summary Table 1 and/or 2 should be completed.

Please submit this form along with the 4000 syllabus and the 5000 syllabus. **The 5000 syllabus should bold any additions or differences.**

Split Course Form

Rationale for Split Course:

Summary Table 1—List any course elements that the graduate syllabus requires in addition to the elements of the undergraduate syllabus. For example, if there are 3 course objectives in the undergraduate syllabus and a 4th objective was added for the graduate syllabus, list it in this table.

Graduate Course Additions	
Course Element	Addition
Objectives	
Readings	
Assignments	
Exams	
Etc.	

Summary Table 2—List any course elements that are common to both the undergraduate and graduate syllabi but have been differentiated for undergraduate and graduate students. For example, if an undergraduate course assignment that requires students to read an article and write a reflection has been expanded to require graduate students to read a book and present it to the class, the two versions of this assignment would be contrasted in this table.

Other Differences Between 4000 & 5000 Courses		
Course Element	4000 Course	5000 Course
Objective 3	Identify competencies...	Apply competencies...
Assignment 2	Read article & write reflection—20% of grade	Read book & present to class—30% of grade

Graduate Council Curriculum Committee **Course Agenda for 03-16-2011**

College of Medicine Special Topics

PCB 5937 Sect 01 COM-Molecular & Microbiology 3(3,0)

ST:Cellular Metabolism: PR: Graduate Standing or C.I. Basic concepts of the mechanisms that define the functioning and regulation of prokaryotic and eukaryotic cell metabolism. *Fall*.

30 character abbreviation: **ST:Cellular Metabolism**

AGENDA NOTES: Course Addition also being proposed.

Health & Public Affairs Special Topics

HSA 6938 Sect 01 HPA-Health Mangt & Informatic 4(4,0)

ST:Financial Accounting for Health Care Managers: PR: Admission to Executive MSHSA Program. This course examines accounting and financial management concepts, along with managerial protocols and regulatory constraints affecting health care organizations. *Spring*.

30 of 30 character abbreviation: **ST:Fin Acc for Health Care Man**

AGENDA NOTES: Course Addition also being proposed.

HSA 6938 Sect 01 HPA-Health Mangt & Informatic 4(4,0)

ST:Health Care Organizational Behavior and Human Resource Management: PR: Admission to Executive MSHSA Program. The focus of this course is the application of human resources and organizational theory in the health care setting for health care managers. *Odd Spring*.

30 of 30 character abbreviation: **ST:HC Org Behav & Human Res Mg**

AGENDA NOTES: Course Addition also being proposed.

HSA 6938 Sect 01 HPA-Health Mangt & Informatic 4(4,0)

ST:Health Care Statistics and Research: PR: Admission to Executive MSHSA Program. Research method techniques and statistical techniques for problem-solving and decision-making including theoretical, quantitative, and quantitative skills to understand, conduct, and evaluate health care research. *Odd Fall*.

30 of 30 character abbreviation: **ST:Health Care Stat & Research**

AGENDA NOTES: Course Addition also being proposed.

HSA 6938 Sect 01 HPA-Health Mangt & Informatic 4(4,0)

ST:Leadership for Health Care Executives: PR: Admission to Executive MSHSA Program. The course addresses current leadership theory focusing on leadership styles, motivation, change management, innovation, and creativity as they relate to management of health services organizations. *Fall*.

30 of 30 character abbreviation: **ST:Ldrshp Hlth Care Executives**

AGENDA NOTES: Course Addition also being proposed.

College of Medicine Course Action Additions

MCB 5XXX COM-Molecular & Microbiology 3(3,0)

Microbial Stress Response: PR: Graduate Standing or C.I. Examination of the molecular genetic mechanisms, bacterial and fungal pathogens used to adapt to changes in their environment. *Fall*.

30 character abbreviation: **Microbial Stress Response**

PCB 5XXX COM-Molecular & Microbiology 3(3,0)

Cellular Metabolism: PR: Graduate Standing or C.I. Basic concepts of the mechanisms that define the functioning and regulation of prokaryotic and eukaryotic cell metabolism. *Fall*.

30 character abbreviation: **Cellular Metabolism**

AGENDA NOTES: Special Topic also being proposed.

College of Nursing Course Action Additions

NGR 7XXX CON-Nursing 3(3,0)

Evidence-Based Practice Development: PR: Admission to the Doctor of Nursing Practice track or C.I. Critique and synthesis of evidence for practice related questions. Includes analysis of the context where evidence will be applied. May be used in the degree program a maximum of 2 times. *Fall, Spring*.

27 of 30 character abbreviation: **Evidence Based Practice Dev**

NGR 7XXXL CON-Nursing 3(0,3)

Advanced Leadership Selective for DNP: PR: Admission to the Doctor of Nursing Practice track or C.I. Application of evidence-based management processes to support decision making in the health care environment. Graded S/U. May be used in the degree program a maximum of 2 times. *Fall*.

28 of 30 character abbreviation: **Adv Ldrshp Selective for DNP**

NGR 7XXXL CON-Nursing 3(0,3)

Program Development and Management: PR: Admission to the Doctor of Nursing Practice track or C.I. Application of inquiry, critical thinking and strategic planning skills related to project planning, management, evaluation and dissemination. Graded S/U. May be used in the degree program a maximum of 2 times. *Spring*.

24 of 30 character abbreviation: **Program Dev & Management**

Health & Public Affairs Course Action Additions

SPA 6XXX HPA-Commun Sci & Disorders 3(3,0)

Management of Upper Airway and Aerodigestive Disorders: PR: SPA 6211C; SPA 6565. This course provides an overview of the presentation, diagnosis, management and potential complications of common upper airway and aerodigestive disorders in adults and children. *Occasional*.

Materials & Supply Fee addition proposed: \$42.19

30 of 30 character abbreviation: **Mgmt Up Airway & Aerodigstive**

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Epidemiology and Health Planning: PR: Admission to Executive MSHSA Program. This course introduces students to the descriptive and applied methods of managerial epidemiology, including methods for data retrieval and research application. *Odd Spring.*

30 of 30 character abbreviation: **Epidemiology & Health Planning**

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Financial Accounting for Health Care Managers: PR: Admission to Executive MSHSA Program. This course examines accounting and financial management concepts, along with managerial protocols and regulatory constraints affecting health care organizations. *Spring.*

29 of 30 character abbreviation: **Fin Acc for Health Care Manag**

AGENDA NOTES: Special Topic also being proposed.

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Financial Management for Health Care Managers: PR: Admission to Executive MSHSA Program. This course teaches students to apply and integrate advanced accounting and financial principles to develop solutions to specific problems encountered in today's health care organizations. *Occasional.*

30 of 30 character abbreviation: **Financial Mgmt for HC Managers**

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Health Care Capstone and Strategic Management: PR: Admission to Executive MSHSA Program. The course is designed to integrate and build on all prior Executive Health Services Administration concepts and course work through the lens of strategic management. *Occasional.*

23 of 30 character abbreviation: **HC Capstone & Strat Mgm**

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Health Care Economics and Policy: PR: Admission to Executive MSHSA Program. Study of the economic foundations of the health care market and policy. *Fall.*

30 of 30 character abbreviation: **Health Care Economics & Policy**

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Health Care Ethics and Law: PR: Admission to Executive MSHSA Program. This course presents an overview of legal and ethical issues facing health care managers and providers in a variety of health care settings. *Odd Spring.*

24 of 30 character abbreviation: **Health Care Ethics & Law**

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Health Care Organizational Behavior and Human Resource Management: PR: Admission to Executive MSHSA Program. The focus of this course is the application of human resources and organizational theory in the health care setting for health care managers. *Odd Spring.*

29 of 30 character abbreviation: **HC Org Behav & Human Res Mgmt**

AGENDA NOTES: Special Topic also being proposed.

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Health Care Quality and Risk Management: PR: Admission to Executive MSHSA Program. This course provides an understanding of the current quality-based management practices within health care organizations and effective risk management strategies for health care managers. *Occasional*.

28 of 30 character abbreviation: **Health Care Qual & Risk Mgmt**

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Health Care Statistics and Research: PR: Admission to Executive MSHSA Program. Research method techniques and statistical techniques for problem-solving and decision-making including theoretical, quantitative, and quantitative skills to understand, conduct, and evaluate health care research. *Odd Fall*.

27 of 30 character abbreviation: **Health Care Stat & Research**

AGENDA NOTES: Special Topic also being proposed.

HSA 6XXX HPA-Health Mangt & Informatic 4(4,0)

Leadership for Health Care Executives: PR: Admission to Executive MSHSA Program. The course addresses current leadership theory focusing on leadership styles, motivation, change management, innovation, and creativity as they relate to management of health services organizations. *Fall*.

27 of 30 character abbreviation: **Ldrshp Hlth Care Executives**

AGENDA NOTES: Special Topic also being proposed.

HSA 6XXXC HPA-Health Mangt & Informatic 4(3,1)

Health Care Informatics for Health Care Leaders: PR: Admission to Executive MSHSA Program. This course provides the student with the knowledge to align health information technology advances with the organizational strategy, including improving quality, safety and efficiency. *Fall*.

29 of 30 character abbreviation: **HC Informatics for HC Leaders**

SOW 6XXX HPA-Social Work 3(3,0)

Theories for Evidence-Based Clinical Practice: PR: Admission to Master of Social Work program. This course covers a range of theoretical perspectives including: Cognitive; Cognitive Behavioral; Feminist Therapy; Psycho-dynamic Therapy; Motivational Interviewing; Rational Emotive Behavioral Therapy; Solution-focused Therapy; and Narrative Therapy. *Occasional*.

30 of 30 character abbreviation: **Theories Evdnc Based Clin Prac**

Engineering & Computer Science Course Action Revisions

Tabled. Committee requested more rigor be added to the objectives, grading and evaluation areas of the graduate syllabus.

CES 5144 Matrix Methods for Structural Analysis 3(3,0)

PR: CES 4100C or C.I.

Implementation of the matrix methods for structural analysis that are commonly and currently used in practice and in research, special topics such as finite element formulations, special analysis procedures, and use of software packages.