

Department Chair Meeting Minutes
College of Arts and Sciences
October 8, 2013

The meeting was called to order at 8:05 a.m. on Tuesday, October 8, 2013. Dr. Vagn K. Hansen, Dean of the College of Arts and Sciences, presided. Department Chairs present: Ms. Chiong-Yiao Chen, Dr. Paul Kittle, Dr. Brent Olive, Dr. Gregory Pitts, Dr. Yaschica Williams, Dr. Larry Adams, Dr. Bob Garfrerick, Dr. Claudia Vance, Dr. Francis Koti, Dr. Christopher Maynard, Dr. Cindy Stenger, Dr. David McCullough, Dr. Brenda Webb, Dr. Richard Hudiburg, Dr. Joy Borah, and Dr. Jerri Bullard. Debbie Tubbs took the minutes.

1. **Approval of Amended Minutes from September 24, 2013.** The minutes were approved by consensus.
2. **Curriculum Change Proposal from the Department of Foreign Languages.** Dr. Vance made a motion to **add SP 360 (3) *Introduction to Hispanic Literature* as a prerequisite to SP 405W *Survey of Spanish Literature I*, SP 406W *Survey of Spanish Literature II*, SP 410W *Survey of Latin American Literature I*, and SP 411W *Survey of Latin American Literature II*.** The motion was seconded, opened for discussion and adopted [page 4].

Informational Items: SP 353 will be offered every fall
 SP 403 will be offered every spring

3. **Curriculum Change Proposals from the Department of Sociology and Family Studies.** Dr. Bullard made a motion to change the title and course description of **SO 410** to *Family Diversity and Social Change*. The motion was seconded, opened for discussion, and adopted [page 6].

Dr. Bullard made a motion for approval of Master of Science degree program in Family Studies and it was seconded. During discussion Dr. Bullard pointed out that this degree CIP will be unique in state and is more sociological in nature than she expected. Students with this degree will be able to work in social service and religious organizations. Concern was expressed with the impact of additional master's programs on our resources. Discussion ensued. The motion was adopted [page 8].

Dr. Bullard made a motion for approval of the rest of her proposal package as follows and the motion was seconded, opened for discussion, and adopted.

- Create FS 510 *Family Diversity and Social Change* (3). Title and courses description change for SO 510 to *Family Diversity and Social Change* and cross list with FS 510 [page 17]
- Create FS 543 *Social Psychology of Intimate Relationships* (3) and cross list with SO 543 [page 20]
- Create FS 501 *Family Life Education* (3) and cross list with FS 401 [page 23]
- Create FS 599 *Independent Study-Practicum* (3) and cross list with SO 599 [page 26]
- Create FS 600 *Research Methods in Family Studies* (3) [page 29]
- Create FS 601 *Applied Statistics in Family Studies* (3) [page 32]
- Create FS 602 *Family Theories* (3) [page 35]
- Create FS 604 *Families and Social Policy* (3) [page 38]
- Create FS 605 *Contemporary Social Issues* (3) and cross list with SO 605 [page 41]
- Create FS 606 *Family Problems and Methods of Intervention* (3) [page 44]
- Create FS 695 *Thesis/Project* (3-6) [page 47]
- Create FS 699 *Thesis/Project Defense* (0) [page 50] [all these catalog pages begin on page 53]

4. **Curriculum Change Proposal from the Department of History and Political Science.** Dr. Maynard made a motion to add HI 495 (0) *Senior Thesis* as a requirement to the History major and Social Science major. The motion was seconded, opened for discussion, and adopted [page 57].

5. **Curriculum Change Proposals from the Department of English.** Dr. Adams made a motion to accept his proposal changes as follows and the motion was seconded and adopted.
 - Create EN 334 (3) *Language and Gender* [page 60]
 - Create EN 435W (3) *Writing Protest and Dissent* [page 63]
 - Create EN 535W (3) *Writing Protest and Dissent* [page 67]
6. **Curriculum Change Proposal from the Department of Geography.** Dr. Koti made a motion to create a new minor in Geospatial HCI and the motion was seconded. During discussion Dr. Kittle asked if this were going to be the official name and was everyone else familiar with HCI/UX. Dr. Koti recognized the validity of the question and accepted a friendly amendment to change the name of the new minor to Geospatial Human-Computer Interaction (GEOHCI). The motion was adopted [page 71].
7. **Faculty Development and Research Grant Committee for 2013-2014.** Dr. Hansen stated he was pleased to announce that we have already received funding for faculty development and research grants for our college and needed to get our committee going. He asked departments to have the name of this year's representative to him and Debbie by end of business on Monday. Debbie brought up the desirability for the chair of this committee to serve more than one year and there was agreement that experience on this committee was desirable for this important position. Debbie also acknowledged the amount of work the committee and chair takes on with this appointment.
8. **SACS 25%-50% Threshold for Online Courses.** The deadline for reporting substantive changes to SACS has been removed from the Academic Affairs' calendar of deadlines. A proposed policy on substantive changes will be discussed at an upcoming COAD meeting.
9. **Core Competencies.** Dr. Hansen stated that all departments will be receiving a report on core competencies impacting general education. He opened the floor for other core competencies committee members to add information. Dr. Pitts stressed that feedback is important. He encouraged everyone to look at the report and provide feedback letting the committee know if there is something not liked, missing, or to be added.
10. **Homecoming Events.** Dr. Hansen mentioned that the Mane Room will be the venue for some Homecoming events and asked Dr. Garfrerick for more information. Dr. Garfrerick reported that Friday, October 11 at 1:30 Terry Pace will be leading a panel on Color-Blind Soul, a history of race and music. On the same day at 3:00, there will be a Coffee Talk with Rick Hall with free cake and coffee and at 9:00 p.m. there will be a student alumni jam. All events are free admission.

Dr. Koti shared that there will be a Freddie Wood Geographic Research Center Ribbon Cutting ceremony at 9:30 a.m. on Friday, October 11 outside the geography computer lab.

Dr. Vance shared that there will be a Welcome Back to Wesleyan Hall Reception on Saturday, October 12 from 8:30-10:00 for alumni and friends sponsored by the College of Arts and Sciences and hosted by the Departments of Foreign Languages, Geography, and Psychology.
11. **Gift Bay.** Dr. Hansen announced that the Gift Bay website is in operation and invited department chairs to navigate the system to test the user experience. There was a question as to how to submit changes in need to the Gift Bay and Dr. Hansen said he didn't have the answer to that question.
12. **Report from COAD.** Dr. Hansen reported the following items were among those discussed at the September 30 COAD meeting:
 - The cost of laptop computers versus desktop computers and the need for departments to make up the difference [Dr. Webb added that there are no longer laptops available for checkout if faculty members have a need to take one to conferences, etc.]

13. Other – none.

The meeting adjourned at 9:21 a.m.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts & Sciences

Department Name: Foreign Languages

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|---|---|
| ☐ Proposed New Course(s)—attach one page syllabus | ☐ Change in Course Description |
| ☐ Addition Of/Change in Course Fee | ☐ *New Major/Option/Concentration/Minor |
| ☐ Cross Listing of Course | ☐ Revised Major/Option/Concentration/Minor |
| ☐ Inactivation of Course | ☐ New/Revised Certificate Program |
| ☐ Merger of Major/Option/Concentration/Minor | ☐ Revised Admission Requirement |
| ☒ Revised Course Number/Title/Credit/ <u>Prerequisite</u> | ☒ Editorial Change |
| ☐ Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

Change prerequisite for SP 405W, 406W, 410W, 411W to include SP 360

SP 405W, SP 406W, SP 410W, and SP 411W are literature survey courses. SP 360 Introduction to Hispanic Literature is designed to prepare students for the rigors of literary analysis in Spanish, and the Department seeks to make SP 360 a prerequisite course for all 400-level literature courses.

Proposed Banner Course Title (30 character maximum): _____

The proposed change(s) will be effective beginning: Fall semester 2014 year

If Addition of/Change in Course Fee, provide justification: _____

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: None

09/18/2013
Date Approved by Department Curriculum Committee

10/08/2013
Chair's Signature

10/8/13
Date Approved by College Curriculum Committee**

[Signature]
Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

SP 353. (3) **Commercial Spanish.** Introduction to commercial language by means of oral and written practice. Prerequisite: SP 202 or departmental approval. (Fall, even-numbered years)

SP 360. (3) **Introduction to Hispanic Literature.** An overview of Hispanic literature which provides students the necessary tools and vocabulary for conducting literary analysis in Spanish. Prerequisite: SP 202 or instructor approval (with demonstrated language proficiency). (Fall, odd-numbered years)

SP 403W. (3) **Advanced Commercial Spanish.** Study of practical commercial language used in business transactions and correspondence. Prerequisite: SP 350. (Spring, odd-numbered years)

SP 405W. (3) **Survey of Spanish Literature I.** This course provides an overview of Spanish literature from its origins through the Siglo de Oro and into Romanticism, and acquaints students with major literary, intellectual and historical trends through the study of representative works from each period. Prerequisite: SP 350 and SP 360. (Fall, odd-numbered years)

SP 406W. (3) **Survey of Spanish Literature II.** This course provides an overview of Spanish literature from romanticism to contemporary, emphasizing the Generation of 98, and acquaints students with major literary, intellectual and historical trends through the study of representative works from each period. Prerequisite: SP 350 and SP 360. (Spring, even-numbered years)

SP 410W. (3) **Survey of Latin American Literature I.** This course provides an overview of Latin American literature from its pre-Columbian origins through romanticism, and acquaints students with major literary, intellectual and historical trends through the study of representative works from each period. Prerequisite: SP 350 and SP 360. (Fall, even-numbered years)

SP 411W. (3) **Survey of Latin American Literature II.** This course provides an overview of Latin American literature from romanticism to the contemporary, and acquaints students with major literary, intellectual and historical trends through the study of representative works from each period. Prerequisite: SP 350 and SP 360. (Spring, odd-numbered years)

SP 420. (3) **Advanced Spanish Grammar.** Advanced Spanish Grammar provides a deeper understanding of the basic principles guiding Spanish grammar, in part by introducing new grammar rules, but primarily by reviewing and explaining in depth the grammar rules that were learned on the 100 level and reinforced in SP 201, Intermediate Spanish I and SP 202, Intermediate Spanish II. (Spring, even-numbered years)

SP 499. (1-3) **Independent Study.** Open to majors on approval of the chair of the department. Provides for independent study and/or research under departmental supervision and evaluation. May be repeated for credit. (Fall, Spring, Summer)

Deleted: or equivalent

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts & Sciences

Department Name: Sociology & Family Studies

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|--|---|
| ☐ Proposed New Course(s)—attach one page syllabus | ☒ Change in Course Description |
| ☐ Addition Of/Change in Course Fee | ☐ *New Major/Option/Concentration/Minor |
| ☐ Cross Listing of Course | ☐ Revised Major/Option/Concentration/Minor |
| ☐ Inactivation of Course | ☐ New/Revised Certificate Program |
| ☐ Merger of Major/Option/Concentration/Minor | ☐ Revised Admission Requirement |
| ☒ Revised Course Number/ <u>Title</u> /Credit/Prerequisite | ☐ Editorial Change |
| ☐ Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☒ No ☐

If yes, for whom: May Takeuchi, Andrea Hunt, and Amber Paulk

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____"

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

We request that the title of SO 410 - "Social Change" be changed to SO 410 - "Family Diversity and Social Change."

NEW CATALOG DESCRIPTION:

The purpose of this course is to familiarize students with the varying types of families they may encounter in research, policy, and human service careers and to help students become attuned to issues faced by families in a continually changing society.

Proposed Banner Course Title (30 character maximum): _____

The proposed change(s) will be effective beginning: Fall semester 2014 year

If Addition of/Change in Course Fee, provide justification: _____

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: _____

Sept. 20, 2013
Date Approved by Department Curriculum Committee

10/8/13
Date Approved by College Curriculum Committee**

Jerri Bullard
Chair's Signature

Van K. Ham
Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

SO 410. (3) Family Diversity and Social Change. The purpose of this course is to familiarize students with the varying types of families they may encounter in research, policy, and human service careers and to help students become attuned to issues faced by families in a continually changing society. (Fall, even-numbered years)

SO 421. (3) Divided Cultures: A Study of Minority Groups. This course examines how race, ethnic, and gender differences influence the distribution of and access to opportunity structures in society. Characteristics of global stratification systems, processes of differentiation and ranking and how these processes influence minority groups are explored. (Fall, odd-numbered years)

SO 423. (3) History of Social Thought. Theory and methodology in social thought from ancient times to the present. (Fall)

SO 428. (3) Modern Sociological Theory. A systematic analysis of trends and developments in sociological theory since the 1920's, with emphasis on current theory and its relationship to research. (Spring)

SO 430. (3) Law and Society. Analysis of the creation and functioning of law as an element of culture and how law, in its many cultural forms, affects the structure of social institutions and human behavior. (Fall, even-numbered years)

SO 442. (3) Social Psychology. The psychology of groups and their influences on the individual. Also listed as PY 442 but creditable only in the field for which registered. (Spring)

SO 443. (3) Social Psychology of Intimate Relationships. Social psychological analysis of the development, maintenance, and dissolution of intimate relationships such as friendship, courtship and marriage. Theoretical and empirical examinations of structural, cultural and personal factors affecting attraction, bonding, negotiations of power and gender roles, and conflict, as well as social implications and ramifications of intimacy are discussed. Also listed as WS 443 but creditable only in field for which registered. Prerequisite: SO 221 or SO/WS 223. (Fall, odd-numbered years)

SO 495. (3) Internship in Sociological Practice. The internship affords sociology majors the opportunity to put concepts, theory and methods into practice through direct involvement with supervisory personnel in professional work environments related to sociology. Internships involve 150 hours of direct contact work and must be completed during one regular semester or a regular summer term. Prerequisites: completion of general core curriculum; minimum cumulative GPA of 2.80; senior status as defined by hours completed (i.e., 96-128 credit hours); approval of the Sociology Department Chair. (Fall, Spring, Summer)

SO 499. (3) Independent Study-Practicum. Open to senior majors on approval of the department chair. Provides for independent study, research, or practical experiences under departmental determination, supervision, and evaluation. (Fall, Spring, Summer)

Deleted: The historical aspect of sociocultural change; relationship among economic, psychological, and sociological variables; concepts, processes, and theories; comparative analysis of sociocultural changes in developed and developing societies.

Graduate Council
New Course and Course/Curriculum Change Proposal Form

Item(s) to be considered by the Graduate Council: (please check all spaces relevant to this proposed change)

- | | |
|---|--|
| ☐ Proposed New Course(s)
(attach one-page syllabus) | ☐ Cross Listing of Course |
| ☐ Course Number/Title Change | ☐ Inactivation of Course |
| ☐ Change in Course Prerequisites | ☐ Changes in Admission to Major |
| ☐ Changes in Credit Hours | ☒ *New Curriculum |
| ☐ *Revisions in Curriculum of Existing
Major, Minor and Concentrations | ☐ Non-Substantive/Editorial Change
(only complete this page for this category) |
| ☐ Addition of/Increase in Course Fee | ☐ Other (Please specify) |
| ☐ *Type of Delivery (on campus, internet,
video tape, and/or interactive video) | _____
_____ |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Brief Description and Rationale (based on assessment) for Proposed Change (proposals must be accompanied by a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

The Department of Sociology and Family Studies proposes a Master of Science degree program in Family Studies. The core objective will be to graduate students who possess essential skills and competencies for dealing with issues that affect children and families. The program will be designed to focus on the family as a social unit in its developmental, dynamic, comparative, and structural aspects, and the significance of the family as a system that impacts individuals and society. The degree program is structured as an online program (program outline and plan is located on the next page).

DEGREE AND PROGRAM PLAN

Delivery: online

Total Hours Required: 33

Allowance of 6 hours of transfer work

Master of Science degree program in Family Studies: a minimum of 33 semester hours of credit, to include the following:

	Hours
<u>Research Component</u>	<u>12 - 15</u>
<u>FS 600 – Research Methods in Family Studies (3)</u>	
<u>FS 601 – Applied Statistics in Family Studies (3)</u>	
<u>FS 602 – Family Theories (3)</u>	
<u>FS 695 – Thesis/Project (3 – 6)*</u>	
<u>FS 699 – Thesis/Project Defense (0)</u>	

<u>Application Component</u>	<u>9 - 12</u>
<u>FS 501 – Family Life Education (3)</u>	
<u>FS 604 – Families and Social Policy (3)</u>	
<u>FS 606 – Family Problems and Methods of Intervention (3)</u>	
<u>FS 599 – Practicum (3)*</u>	
 <u>Family Studies Content Component.....</u>	 <u>9</u>
<u>FS 510 – Family Diversity and Social Change (3)</u>	
<u>FS 543 – Social Psychology of Intimate Relationships (3)</u>	
<u>FS 605 – Contemporary Topics in Family Studies (3-6)</u>	
<u>Total.....</u>	<u>33</u>

*Students who select the thesis option will complete 6 hours of FS 695. Students who select the non-thesis option will complete 3 hours of FS 695 and 3 hours of FS 599.

NON-THESIS OPTION: Students choosing the non-thesis option must complete 3 hours of FS 695 and complete a capstone project that is relevant to an applied issue or setting in family studies. Non-Thesis students must also complete 3 hours of FS 599 where students participate in field experiences designed to provide them with supervised practical application of family studies theory and research. During the term in which students are expected to complete all other program requirements, students must enroll in FS 699 and complete an oral defense of their project.

THESIS OPTION: Students choosing the thesis option must complete 6 hours of FS 695 where they will develop a research problem or question, review relevant literature, collect and analyze data, and compose and defend their research. During the term in which students are expected to complete all other program requirements, students must enroll in FS 699 and complete an oral defense of their thesis.

ADMISSION TO THE PROGRAM:

GENERAL REGULATIONS AND PROCEDURES ADMISSION

Students who wish to enroll in graduate studies must be admitted officially to graduate studies on formal application. To allow sufficient time for processing, notice of acceptance, and program approval, completed application forms together with other required materials including official transcripts — should be filed with the Office of Graduate Admissions and Services well in advance of the opening date of registration for the term. Registration for a term is based on satisfaction of requirements for admission and enrollment prior to the close of the registration period for that term. Acceptance for admission is based on the program objective declared in the application. Request for a change of original purpose — either before or after enrollment — is cleared through the dean of the college in which the program is offered. Applicants accepted for admission who do not enroll must contact the Office of Graduate Admissions and Services to update their application. Admission Consideration for admission to graduate studies is based on the following:

1. Possession of a bachelor's degree or equivalent in an appropriate field of study from an institution that is accredited by one of the six U.S. regional accrediting associations, by one of the agencies recognized as an accrediting agency by the U.S. Department of Education, or by an appropriate governmental agency in the country in which the institution is located. Teacher education majors should contact the college dean concerning restrictions that may apply. Any exceptions to this policy require the approval of the dean of the college in which the graduate major is housed.
2. Submission of official transcripts of credit — undergraduate and graduate— from each institution previously attended. Students whose credits have been earned entirely at the University of North Alabama or students seeking admission as transient students need not submit transcripts; however, transient students must submit the required letter of approval from the parent school. The acceptance of official transcripts and other documents submitted for admission to any graduate program may be subject to verification and authentication.
3. Satisfactory test scores, scholastic achievement, preparatory coursework, and other requirements additionally specified by the particular college in which the program is offered (see “College of Arts and Sciences,” “College

of Business,” “College of Education and Human Sciences,” “College of Nursing and Allied Health,” or “Master of Professional Studies”).

SPECIFIC ADMISSION REQUIREMENTS: UNCONDITIONAL ADMISSION

1. Test scores: submission of satisfactory scores prior to admission on either the Miller Analogies Test (MAT) or on the Graduate Record Examination (GRE); recommended minimum score of 388 on the MAT or a minimum GRE score of 146 on the Verbal and 140 on the Quantitative portions of the exam. (See web site for sliding scale of acceptable test scores and grades.)
2. Scholastic achievement: minimum overall grade point average of 3.0 (4.0 scale) is recommended on undergraduate work. (See web site for sliding scale of acceptable test scores and grades.)
3. Preparation: must hold a bachelor’s degree or higher from an institution that meets the general admission requirements for graduate study at UNA.
4. International Credentials: candidates holding a bachelor’s degree, a graduate degree or the equivalent from an institution outside the United States of America must submit a WES, ECE, or other approved international credential evaluation.
5. References: submit three (3) Recommendation for Admission forms that have been completed by the candidate’s supervisors or instructors. Recommendation forms are available at apaulk@una.edu or by calling the Department of Sociology and Family Studies at 256.765.4200.
6. Employment and volunteer activities: submit a personal resumé that includes a record of employment and volunteer activities.
7. Candidate must be unconditionally admitted before taking course-work toward the Masters Degree in Family Studies.
8. For graduation, Family Studies candidates must complete a graduate exit exam in the field.

The Department of Sociology and Family Studies recommends a minimum GPA of 3.0 and a minimum test score (388/MAT or GRE 146/verbal and 140/quantitative) for admission to the graduate program. Applicants with less than the recommended GPA or the recommended test score may be admitted based on the sliding scale below.

GPA	MAT	GRE after 05/15/12		GRE before 05/15/12	
		Verbal	Quantitative	Verbal	Quantitative
3.91 – 4.00	378	138	136	300	300
3.81 – 3.90	379	139	136	310	310
3.71 – 3.80	380	140	136	320	320
3.61 – 3.70	381	141	137	330	330
3.51 – 3.60	382	142	137	340	340
3.41 – 3.50	383	143	138	350	350
3.31 – 3.40	384	143	138	360	360
3.21 – 3.30	385	144	138	370	370
3.11 – 3.20	386	145	139	380	380
3.01 – 3.10	387	146	139	390	390
3.0	388	146	140	400	400
2.90 – 2.99	390	148	140	420	420
2.80 – 2.89	392	149	141	440	440
2.70 – 2.79	394	151	142	460	460
2.60 – 2.69	396	152	143	480	480
2.50 – 2.59	398	153	144	500	500

The proposed change(s) will be effective beginning: Fall semester 2014 year

List the departments or programs on campus consulted on the issues of duplication and overlap (see item #2 below) and attach a copy of all relevant correspondence.

Sept. 20, 2013
Date Approved by Department Curriculum Committee

10/8/13
Date Approved by College Curriculum Committee

Terri Bullard
Chair's Signature

V. K. Khan
Academic Dean's Signature

* May require ACHE review

4-10-13

Department Sociology and Family Studies Course Prefix _____ Number _____

Title of Course _____ Credit _____

Title of Course for Banner (30 character maximum): _____

1. Course catalog description and objectives.

Master of Science in Family Studies (M.S.) Degree. This program is intended to meet the educational needs of professionals who wish to serve children and families in family and social service agencies. The Family Studies graduate program seeks to train students to be effective leaders in these organizations by providing students with a strong background in research, application, and family studies content.

2. Justification for course or proposed change(s)

It is our belief that a M.S. in Family Studies meets a very specific need of our region. We believe the graduate program will be attractive to undergraduate students in the social and behavioral sciences hoping to further their education as well as professionals in the community who would like to acquire a Master's degree in order to advance in their professional fields.

3. Outline of Course Topics

The M.S. in Family Studies will focus on the following:

- skills and competencies designed to enhance the quality of life within families
- substantial knowledge of family related issues, family processes, policies, laws, services and the interrelationship of families and societies
- a critical assessment of family structure at the microsociological and macrosociological levels
- knowledge of the internal dynamics of the family and how this impacts family members as well as the larger society
- an understanding of interpersonal relationships across the life span and the importance of such for the family unit
- the knowledge to suggest resources for the management of the family, both financially and interpersonally
- recognition of the importance of parent education and guidance and know the resources available for families to develop in this area
- recognition of the impact and role of family law and public policy on the family unit.

4. Activities Required of Students

Students will be required to successfully complete all outlined coursework (33 hours). Non-thesis track students must complete a capstone project and complete an approved practicum experience. Thesis track students must complete and successfully defend a thesis.

5. Evaluation Procedures

Assessment procedures for all courses are included in specific syllabi for all required courses. In addition the overall program will be assessed using a graduate exit exam and survey along with periodic surveys of businesses participating in the practicum component and employers who hire graduates.

6. References and Text

References for all courses are included in specific syllabi for all required courses.

7. Course resources and costs

An additional faculty member has been requested for Fall 2014 through the Department of Sociology and Family Studies annual report. It is estimated that with benefits this cost would be approximately \$65,000.00. One graduate assistant position has been requested for Fall 2014 with an associated cost of \$9,000.00 plus tuition. If the program grows as expected during the first three years additional faculty and graduate student support will be requested.

8. Justification for Addition of/Increase in Course Fee

N/A

9. Justification for Graduate Credit When a Course is Dual Listed

N/A

Master of Science	45
Geospatial Science	45
Admission	45
Advisement	46
Degree and Program Plans	46
Master of Science in Criminal Justice	47
Admission	47
Advisement	47
Degree and Program Plans	48
Master of Science in Family Studies	
Admission.....	
Advisement.....	
Degree and Program Plans.....	
Special Programs and Activities	
Post Baccalaureate Certificate in Security and Emergency Management (SEM)	

Master of Science (M.S.) Degree in Family Studies. This program is intended to meet the educational needs of professionals who wish to serve children and families in family and social service agencies. The Family Studies graduate program seeks to train students to be effective leaders in these organizations by providing students with a strong background in research, application, and family studies content.

Master of Science (M.S.) Degree in Geospatial Science. The program focuses on the multidisciplinary application of geography, the spatial paradigm, and methods of geospatial technologies to prepare students to solve complex environmental, urban, economic, and business problems; conduct independent research; expand skills in critical thinking and writing; and enter professions requiring knowledge of geospatial methods, analysis, and techniques.

Master of Science in Criminal Justice (M.S.C.J.) Degree. This program is intended to meet the educational needs of professionals who wish to serve in federal, state and local agencies within the criminal justice system.

MASTER OF SCIENCE DEGREE IN FAMILY STUDIES

Formatted: Centered

The Master of Science in Family Studies Degree is an online program intended to meet the educational needs of professionals who wish to serve children and families in family and social service agencies. The Family Studies graduate program seeks to train students to be effective leaders in these organizations by providing students with a strong background in research, application, and family studies content.

ADMISSION

In addition to the general requirements for admission to graduate studies (See General Regulations and Procedures), admission to the Master of Science degree program in Family Studies requires the following:

1. Test scores: submission of satisfactory scores prior to admission on either the Miller Analogies Test (MAT) or on the Graduate Record Examination (GRE); recommended minimum score of 388 on the MAT or a minimum GRE score of 146 on the Verbal and 140 on the Quantitative portions of the exam. (See web site for sliding scale of acceptable test scores and grades.)

2. Scholastic achievement: minimum overall grade point average of 3.0 (4.0 scale) is recommended on undergraduate work. (See web site for sliding scale of acceptable test scores and grades.)
3. Preparation: must hold a bachelor's degree or higher from an institution that meets the general admission requirements for graduate study at UNA.
4. International Credentials: candidates holding a bachelor's degree, a graduate degree or the equivalent from an institution outside the United States of America must submit a WES, ECE, or other approved international credential evaluation.
5. References: submit three (3) Recommendation for Admission forms that have been completed by the candidate's supervisors or instructors. Recommendation forms are available at apaulk@una.edu or by calling the Department of Sociology and Family Studies at 256.765.4200.
6. Employment and volunteer activities: submit a personal resumé that includes a record of employment and volunteer activities.
7. Candidate must be unconditionally admitted before taking course-work toward the Masters Degree in Family Studies.
8. For graduation, Family Studies candidates must complete a graduate exit exam in the field.

The Department of Sociology and Family Studies recommends a minimum GPA of 3.0 and a minimum test score (388/MAT or GRE 146/verbal and 140/quantitative) for admission to the graduate program. Applicants with less than the recommended GPA or the recommended test score may be admitted based on the sliding scale below.

GPA	MAT	GRE after 05/15/12		GRE before 05/15/12	
		Verbal	Quantitative	Verbal	Quantitative
3.91 – 4.00	378	138	136	300	300
3.81 – 3.90	379	139	136	310	310
3.71 – 3.80	380	140	136	320	320
3.61 – 3.70	381	141	137	330	330
3.51 – 3.60	382	142	137	340	340
3.41 – 3.50	383	143	138	350	350
3.31 – 3.40	384	143	138	360	360
3.21 – 3.30	385	144	138	370	370
3.11 – 3.20	386	145	139	380	380
3.01 – 3.10	387	146	139	390	390
3.0	388	146	140	400	400
2.90 – 2.99	390	148	140	420	420
2.80 – 2.89	392	149	141	440	440
2.70 – 2.79	394	151	142	460	460
2.60 – 2.69	396	152	143	480	480
2.50 – 2.59	398	153	144	500	500

ADVISEMENT

Students will be advised by the Graduate Program Director for the Department of Sociology and Family Studies until students have been assigned or have selected a thesis/project director.

DEGREE AND PROGRAM PLANS

Master of Science Degree in Family Studies: a minimum of 33 semester hours of credit, to include the following:

	Hours
Research Component	12 - 15
FS 600 – Research Methods in Family Studies (3)	
FS 601 – Applied Statistics in Family Studies (3)	
FS 602 – Family Theories (3)	
FS 695 – Thesis/Project (3 – 6)*	
FS 699 – Thesis/Project Defense (0)	
Application Component	9 - 12
FS 501 – Family Life Education (3)	
FS 604 – Families and Social Policy (3)	
FS 606 – Family Problems and Methods of Intervention (3)	
FS 599 – Practicum (3)*	
Family Studies Content Component	9
FS 510 – Family Diversity and Social Change (3)	
FS 543 – Social Psychology of Intimate Relationships (3)	
FS 605 – Contemporary Topics in Family Studies (3-6)	
Total	33

*Students who select the thesis option will complete 6 hours of FS 695. Students who select the non-thesis option will complete 3 hours of FS 695 and 3 hours of FS 599.

NON-THESIS OPTION: Students choosing the non-thesis option must complete 3 hours of FS 695 and complete a capstone project that is relevant to an applied issue or setting in family studies. Non-Thesis students must also complete 3 hours of FS 599 where students participate in field experiences designed to provide them with supervised practical application of family studies theory and research. During the term in which students are expected to complete all other program requirements, students must enroll in FS 699 and complete an oral defense of their project.

THESIS OPTION: Students choosing the thesis option must complete 6 hours of FS 695 where they will develop a research problem or question, review relevant literature, collect and analyze data, and compose and defend their research. During the term in which students are expected to complete all other program requirements, students must enroll in FS 699 and complete an oral defense of their thesis.

MASTER OF SCIENCE DEGREE IN GEOSPATIAL SCIENCE ADMISSION

In addition to the general requirements for admission to graduate studies (See General Regulations and Procedures), admission to the Master of Science degree program in Geospatial Science requires the following:

Unconditional Admission

1. Preparation: Applicants must hold a bachelor's or higher degree in an appro

Graduate Council
New Course and Course/Curriculum Change Proposal Form

Item(s) to be considered by the Graduate Council: (please check all spaces relevant to this proposed change)

- | | |
|---|--|
| ☒ Proposed New Course(s)
(attach one-page syllabus) | ☒ Cross Listing of Course |
| ☒ Course Number/ Title Change | ☐ Inactivation of Course |
| ☐ Change in Course Prerequisites | ☐ Changes in Admission to Major |
| ☐ Changes in Credit Hours | ☐ *New Curriculum |
| ☐ *Revisions in Curriculum of Existing
Major, Minor and Concentrations | ☐ Non-Substantive/Editorial Change
(only complete this page for this category) |
| ☐ Addition of/Increase in Course Fee | ☒ Other (Please specify) |
| ☐ *Type of Delivery (on campus, internet,
video tape, and/or interactive video) | <u>Course description</u>
_____ |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☒ No ☐

If yes, for whom: Amber Paulk, Andrea Hunt, and May Takeuchi

Brief Description and Rationale (based on assessment) for Proposed Change (proposals must be accompanied by a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

We request that the title and course description of SO 510 - Social Change be changed to Family Diversity and Social Change and this course cross-listed with FS 510. - Family Diversity and Social Change. FS 510 will be a requirement in the proposed Family Studies Master's program. The course description is as follows:

The purpose of this course is to familiarize students with the varying types of families they may encounter in research, policy, and human service careers and to help students become attuned to issues faced by families in a continually changing society.

The proposed change(s) will be effective beginning: Fall semester 2014 year

List the departments or programs on campus consulted on the issues of duplication and overlap (see item #2 below) and attach a copy of all relevant correspondence.

Sept. 20, 2013
Date Approved by Department Curriculum Committee

10/8/13
Date Approved by College Curriculum Committee

R. Bullard
Chair's Signature

V. K. Ham
Academic Dean's Signature

Department Sociology & Family StudiesCourse Prefix FSNumber 510Title of Course Family Diversity and Social ChangeCredit 3Title of Course for Banner (30 character maximum): Family Diversity**1. Course catalog description and objectives.**

CATALOG DESCRIPTION: The purpose of this course is to familiarize students with the varying types of families they may encounter in research, policy, and human service careers and to help students become attuned to issues faced by families in a continually changing society.

COURSE OBJECTIVES: Identify demographic trends among families by race, ethnicity, and social status; Evaluate research approaches for understanding diverse families; Demonstrate an understanding of the impact of personal and professional values and ethics in working with diverse populations and awareness of the potential for value conflicts; Examine the cycle of socialization and recognize the mechanisms that maintain the cycle and actions that can interrupt that cycle; Identify theoretical frameworks/perspectives that facilitate the understanding of oppression in its varied forms; Assess client systems (individuals, families, groups, organizations and communities) in which cultural norms and behaviors are evaluated as strengths and differentiated from problematic or symptomatic behaviors; Develop a program policy that plans for culturally competent practice that includes a plan for creating an environment that demonstrates respect for human diversity.

2. Justification for course or proposed change(s)

The course will be a requirement in the proposed Family Studies Master's program.

3. Outline of Course Topics

Demographic trends among families by race, ethnicity, and social status; culture, social class, and social identity development; racism; sexism; homophobia; ethnocentrism; discrimination; religious bigotry; institutional and systematic practices of oppression; impact of personal values and professional values in working with diverse populations

4. Activities Required of Students

Student knowledge of important concepts will be assessed through examinations and discussion boards. Students will be required to complete a family diversity and social change analysis paper and program policy for culturally competent practice paper.

5. Evaluation Procedures

Students will be evaluated through examinations, discussion boards, family diversity and social change analysis paper, and program policy for culturally competent practice paper.

6. References and Text

Cohen, P. (2013). *The Family: Diversity, Inequality, and Social Change*. W.W. Norton Publishing.

7. Course resources and costs**8. Justification for Addition of/Increase in Course Fee****9. Justification for Graduate Credit When a Course is Dual Listed**

Students completing the course for graduate credit must meet all outlined undergraduate AND graduate course objectives and their related assessments:

UNDERGRADUATE STUDENT Course Objectives:

Identify demographic trends among families by race, ethnicity, and social status.

Evaluate research approaches for understanding diverse families.

Demonstrate an understanding of the impact of personal and professional values and ethics in working with diverse populations and awareness of the potential for value conflicts.

Examine the cycle of socialization and recognize the mechanisms that maintain the cycle and actions that can interrupt that cycle.

GRADUATE STUDENT Course Objectives:

Identify theoretical frameworks/perspectives that facilitate the understanding of oppression in its varied forms.

Assess client systems (individuals, families, groups, organizations and communities) in which cultural norms and behaviors are evaluated as strengths and differentiated from problematic or symptomatic behaviors.

Develop a program policy that plans for culturally competent practice that includes a plan for creating an environment that demonstrates respect for human diversity.