

Department Chair Meeting Minutes
College of Arts and Sciences
November 19, 2013

The meeting was called to order at 8:04 a.m. on Tuesday, November 19, 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, LTC Michael Snyder, Dr. David McCullough, Dr. Brenda Webb, Dr. Richard Hudiburg, Dr. Joy Borah, and Dr. Jerri Bullard. Debbie Tubbs took the minutes.

1. **Approval of Minutes from October 22, 2013.** The minutes were approved by consensus.
2. **Curriculum Change Proposals from the Department of Sociology.** Dr. Bullard made a motion to change the course title of SO 421 to **Cultural Diversity and Social Inequality** and the motion was seconded, opened for discussion, and adopted.

Dr. Bullard made a motion to create a new undergraduate certificate program, **Certified Child Life Specialist (CCLS)** and the motion was seconded, opened for discussion, and adopted.

Dr. Bullard made a motion to create two new courses that will be cross-listed - **SO/FS 224 (3) Introduction to Child Life and Family Studies** and the motion was seconded, opened for discussion, and adopted.

Dr. Bullard made a motion to change the course description, increase the credit hours from 3 to 4 by adding a lab, and adding a \$30 course fee to **SO 310W (4) Methods of Social Research**. The motion was seconded, opened for discussion, and adopted.

3. **Curriculum Change Proposals from the Department of History and Political Science.** Dr. Maynard made a motion to create a new minor and a new certificate in **Public History**. The motion was seconded, opened for discussion, and adopted.

Dr. Maynard made a motion to add course fees to **HI 471, Public History; HI 571, Public History; HI 670, Historic Preservation and Cultural Resource Management; and HI 671 Museum and Archival Management** to pay for fieldwork travel, field trips, and project expenses. The motion was seconded, opened for discussion, and adopted.

4. **Curriculum Change Proposals from the Department of Social Work.** Dr. Borah made a motion to consider as a package the following changes: 1) add two new courses, **SW 150 (3) Statistics for Social Services** and **SW 199-SL1 (3) Volunteer Service and Community Engagement**; 2) delete from Prescribed Supporting Courses MA 147 Elementary Statistics, PS 242 Contemporary Issues in United States Politics, and PS 243 State and Local Government and Politics; 3) create a new undergraduate certificate in **Child Welfare Practice** for both degree and non-degree seeking students; and 4) delete from page 366 of the 2014-2015 Undergraduate Catalog the line "Social Work 230 is the

prerequisite to all other courses in social work” and the motion was seconded. During discussion it was pointed out that UNA would be the first institution in the state of Alabama to offer this certificate program. Dr. Hansen asked if Dr. Borah would accept a friendly amendment to change SW 150 to SW 350 since the intent is for their students to take it at the junior level and to add a prerequisite statement regarding prior mathematics courses needed. Dr. Borah accepted the friendly amendment and the proposal was adopted with the amendment.

Dr. Kittle noted that in all the proposals for today there was no mention of what additional resources would be needed. The following include some of the relevant comments: Dr. Hudiburg agreed and added that it was something that all should think about because it is a collective process and all department chairs are in this together; Dr. Maynard shared that he is on the Strategic Planning and Budget Study Committee and there is a detailed new form that departments will have to include in any budgetary requests for new faculty positions and one of the justifications will be credit hour production; Dr. Bullard asked if they will look at departments with decreasing credit hour production and areas that are overstaffed and Dr. Maynard indicated that discussion is taking place regarding those issues; and Dr. Hansen stated that Dr. Luna’s office provides lots of good information if departments are to do serious budgetary analysis. He stated that our college covers the range from low cost-per-credit-hour to high cost-per-credit-hour produced.

5. **Summer School Protocol.** Dr. Hansen stated he would like this group to decide in advance on a summer school protocol. He feels this should be a group decision and the objective should be producing a written procedure. He asked how the group would like to proceed. Comments were shared that decisions should be deferred to each chair with input from the dean. Dr. Hansen then asked whether their objective was to break even as a college or a department. Comments indicated flexibility was key and again department chairs could make decisions with the dean. Dr. Hansen asked if off-campus courses were to have the same accountability as on-campus courses. Comments included it would be up to the department chair/dean and to consider that off-campus courses (study outside the state/country) often was not just teaching your class and leaving but rather spending twenty-four hours a day with the students and as such, smaller numbers should be measured against the labor-intensive nature of these courses. Dr. Hansen asked how the group wanted to proceed and Dr. Pitts volunteered to draft written procedures with help from Dr. Bullard and Dr. Stenger and submit their draft at the next department chair meeting.
6. **Wesleyan Hall Auditorium.** Dr. Hansen noted the need for a written policy for the use of Wesleyan Hall Auditorium. Presently, Educational Technology Services schedules the auditorium. If the time of the event includes weekends or times other than when buildings are unlocked, our office has to approve and send information to UNA Police as to when to unlock and lock the building. One of the RSO’s asked to use the auditorium every Sunday night during the fall semester and permission was given. He stated he has again been asked for permission for its use every Sunday night during the spring. Before he gives permission, he wanted to know if any departments have a need to use the auditorium any Sunday nights during spring 2014. He asked the department chairs to notify him by tomorrow if they have or do not have this need. Discussion continued regarding the use of the auditorium for both

classes and plays/performances and the hardships involved and note was made for the difficulty students' face in obtaining meeting space after night classes end and/or on weekends.

7. **Academic Affairs Newsletter.** Dr. Hansen read from the COAD minutes, "By consensus, it was determined that the announcement of faculty publications would remain only with Profiles in Excellence and Campus Communications and not the VPAA Newsletter."
8. **Report from COAD from October 14, October 28, and November 11.** Dr. Hansen reported the continuing topic of discussion has focused on department chair quartiles with very little progress and no consensus. Dr. Luna has currently been tasked with working with the Business Office to see if the number of transactions related to the supplies budget can be tracked.
9. **Other.**
 - Dr. Hansen announced that there has been a \$1,000,000 donation for the new science building
 - Dr. McCullough asked if there was a way for departments to give input (evaluation) of administration offices such as research, police, maintenance, business office, registrar's office, etc. Dr. Hansen stated that this concern could be taken to either the Shared Governance Executive Committee or one of the Shared Governance Committees.

The meeting adjourned at 9:25 a.m.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** Sociology and Family Studies

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

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

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

If yes, for whom: Dr. Andrea Hunt, Dr. May Takeuchi

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. Sociology, SO 421, Cultural Diversity and Social Inequality"

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*):

1. A change in course title is requested for SO 421 to "Cultural Diversity and Social Inequality" This title more accurately reflects course content and to supports the University's efforts in promoting a dialogue around cultural diversity.

Proposed Banner Course Title (30 character maximum): Cultural Diversity
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: N/A

November 4, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee**

Perri N. Bullard
Chair's Signature

[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.

SO 400. (3) **Theories of Deviance.** A survey of the major explanations of deviance which have historically influenced both study and practice within the sociological tradition. Prerequisite: SO 221. (Spring)

SO 403. (3) **Gerontology.** The primary focus is on the biological, psychological, and sociological aspects of aging with an emphasis on community services available to the aging population. Also listed as SW 403 but creditable only in field for which registered. (Fall, Spring, Summer)

SO 410. (3) **Social Change.** 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. Prerequisite: SO 221. (Fall, even-numbered years)

SO 421. (3) **Cultural Diversity and Social Inequality.** ~~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. Prerequisite: SO 221. (Fall, odd-numbered years)

SO 423. (3) **History of Social Thought.** Theory and methodology in social thought from ancient times to the present. Prerequisite: SO 221. (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. Prerequisites: SO 221, SO 222, and SO 310. (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. Prerequisite: SO 221 or SO/WS 223. (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. Prerequisite: SO 221. (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)

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)

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** Sociology and Family Studies

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

- | | |
|--|--|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input checked="" type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> 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. N/A

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*):

The Certified Child Life Specialist (CCLS) credential is the exclusive designation issued by the Child Life Council (CLC), the leading membership association serving child life professionals. After students earn their degree they may apply through the CLC to sit for the certification exam. The certification process is conducted under the auspices of the Child Life Council (CLC). The requirements by the CLC to take the examination for certification include the following:

1. Successful completion of a bachelor's degree.
2. Completion of a child-life course taught by a CCLS.
3. Completion of 9 courses in Sociology or a field deemed acceptable by the CLC.
4. Completion of 480 hours of child life clinical experience through an internship or fellowship under the direct supervision of a CCLS.

Proposed Banner Course Title (30 character maximum): N/A

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

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

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

October 31, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee**

Terri H. Bullard
Chair's Signature

[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.

Course	Credit
Psychology of Adjustment (PY 242)	
Abnormal Psychology (PY 302)	
Departmental Service Learning (SW-SL)	
Current Social Problems (SO 222)	
Juvenile Delinquency (SO/CJ 306)	
Medical Sociology (SO 307)	
Cultural Anthropology (SO 350)	
Spanish for Professionals (SP 103)	
Gerontology (SW 403)	
Mental Illness, Substance Abuse and Social Work Practice: What Works? (SW 410)	
Ethical Decision-Making in Social Work Practice (SW 415)	
Services to Family and Children (SW 420)	
Selected Topics (SW 491)	
Women's Health (WS 323)	
Global Women's Issues (WS 354)	15
C. Minor:	
A minor is not required for this major.	
D. General Elective hours to bring total to 128.	

DEPARTMENT OF SOCIOLOGY AND FAMILY STUDIES

Chair: Dr. Jerri H. Bullard, 558 Stevens Hall, 256-765-4200

Faculty: Dr. Hunt, Dr. Paulk, Dr. Robertson, Dr. A. Takeuchi, Dr. M. Takeuchi

The Department of Sociology and Family Studies offers an academic major in Sociology leading to a Bachelor of Arts or Bachelor of Science degree. Within the Sociology major, the department offers concentrations in Criminology and Gerontology. The department also offers minor programs in sociology and family studies, coursework leading to certification as a family life educator (CFLE), **coursework leading to certification as a Child Life Specialist (CCLS)**, a Certificate in Gerontology, and courses applicable to the General Education Component.

The Department of Sociology and Family Studies aims to prepare students for the many occupations in government, the justice system, health care, personnel management and human services for which preparation in sociology, criminology, family studies, and gerontology are appropriate; or for advanced study in graduate and professional schools leading to teaching and research positions. The gerontology concentration and interdisciplinary certificate program are designed to provide a broad base of knowledge and skills to advance the careers of those who work with our growing elderly population. Students should consult the department chair concerning personal educational objectives, programs, career objectives and options for on-line/distance learning education. Information about sociology, this department and on-line/distance learning education are available at <http://www.una.edu/sociology>.

SPECIAL PROGRAMS AND ACTIVITIES

Centre for British Studies. The UNA Centre for British Studies promotes research and teaching in all aspects of British life: cultural, political, social, and intellectual. The CBS advocates an interdisciplinary approach to British Studies by bringing together scholars and apprentice scholars in the humanities, fine arts, social sciences, and related fields. The UNA Centre for British Studies seeks to promote greater understanding amongst the university community and academic community both at home and abroad by facilitating contacts amongst all who take an interest in Britain.

Certificate as a Child Life Specialist. The Certified Child Life Specialist (CCLS) credential is the exclusive designation issued by the Child Life Council (CLC), the leading membership association serving child life professionals. After students earn their degree they may apply through the CLC to sit for the certification exam. The certification process is conducted under the auspices of the Child Life Council (CLC).

REQUIREMENTS FOR A CERTIFICATE AS A CHILD LIFE SPECIALIST

The requirements by the CLC to take the examination for certification include the following:

1. Successful completion of a bachelor's degree.
2. Completion of a child-life course taught by a CCLS.
3. Completion of 9 courses in Sociology or a field deemed acceptable by the CLC.
4. Completion of 480 hours of child life clinical experience through an internship or fellowship under the direct supervision of a CCLS.

Certificate in Family Life Education. The Department of Sociology and Family Studies offers a certificate program entitled Certified Family Life Education (CFLE). This certificate is offered to both degree seeking students as well as community persons seeking professional/personal advancement. Non-degree seeking students will be admitted to the University via established admission guidelines. The certificate is designed to prepare students to work in a wide variety of professional fields that promote healthy family functioning, such as community-based social services, early childhood education, faith-based organizations, family intervention, government and public policy, family and consumer resource services, and health care and family wellness. The certificate is comprised of 27 hours of coursework and three hours of field practice.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** Sociology and Family Studies

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

- | | |
|---|---|
| <input checked="" type="checkbox"/> Proposed New Course(s)–attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input checked="" type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> Other | |

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

If yes, for whom: 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*):

Create two new courses and cross-list.

1. SO 224 (3 credit hours) – Introduction to Child Life and Family Studies
2. FS 224 (3 credit hours) – Introduction to Child Life and Family Studies

Proposed Banner Course Title (30 character maximum): Intro to Child Life and Family

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

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

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

October 31, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee**

Jerri N. Bullard
Chair's Signature

Vern Koffen
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/FS 220 – Introduction to Child Life and Family Studies
Fall 2014: Online (Credits: 3)

Professor Name: TBA; Adjunct Instructor, CCLS
Office Locations: Stevens Hall 559
Phone Numbers: (256) 765- 4200
Email Address: jhbullard@una.edu (the best way to contact me is via email)
Office Hours: TBD

Suggested Texts:

Day, R. (2009). *Introduction to Family Processes*. New York: Routledge. ISBN-13: 978-1841697611,
Edition: 5

Course Description:

SO/FS 224 (3 credit hours) -- Introduction to Child Life and Family Studies

A study of children and families which focuses on the changes in families over time and the implications of those changes. Also examined are the socio-cultural issues that impact family development, structure and function. Attention is given to understanding the development of children and teens in the context of the family and other settings including medical. Additional topics covered include assessment, preparation, play, coping, family-centered care, and grief and loss within the family. This course fulfills the requirement set by the Child Life Council for the Certified Child Life Specialist. Also listed as FS 224 but creditable only in field for which registered.

Course Objectives and Assessment Strategies:

Objectives	Assessment
Understanding of theoretical approaches in child and family studies.	Exams; Analysis Papers
Identify demographic trends among families by race, ethnicity, and social status and change in structure.	Exams; Analysis Papers
Application of knowledge to promote optimum development of children, adolescents, and families.	Analysis Papers/Case Study Analysis

Assessment and Measurement:

- (1) Examinations (3 exams at 100 points each)
- (2) Weekly Theory Analysis Papers (5 analysis papers at 80 points each) – Analysis of assigned theories/articles that include an interpretation, application, and critique.
- (3) Case Study Analysis (1 proposal worth 300 points)

Course Topics:

- I. Theoretical approaches in child and family studies.
- II. Changing Families
 - a. American families
 - b. Families in other cultures
- III. Child and Family Development
- IV. Family crises
 - a. Meeting child and family needs
- V. Child life and family in a larger context
 - a. Education
 - b. Health care organization
 - c. Policy implication

FAMILY STUDIES (FS)

FS 224. (3) **Introduction to Child Life and Family Studies.** A study of children and families which focuses on the changes in families over time and the implications of those changes. Also examined are the socio-cultural issues that impact family development, structure and function. Attention is given to understanding the development of children and teens in the context of the family and other settings including medical. Additional topics covered include assessment, preparation, play, coping, family-centered care, and grief and loss within the family. This course fulfills the requirement set by the Child Life Council for the Certified Child Life Specialist. Also listed as SO 224 but creditable only in field for which registered. (Offered on sufficient demand)

FS 401. (3) **Family Life Education.** The purpose of the course is to increase students' understanding of the unique issues that children, youth, and families face and to help them to identify and apply appropriate research-based curricula that will help improve the quality of life of the families they serve. Students will become familiar with how to identify quality research-based programs, establish program goals, implement quality family life education programs, and evaluate programs for effectiveness. Also listed as HES 401 but creditable only in field for which registered. Prerequisite: SO/WS 223 AND three additional credits of a CFLE approved course. (Fall, even-numbered years)

FIRST-YEAR EXPERIENCE (FYE)

FYE 101. (1) **First-Year Experience Seminar.** The primary objective of this course will be to assist students in acquiring and applying strategies for academic success in their first year at UNA. The course will help students identify appropriate academic and university resource services on campus and become academically and socially integrated into the UNA community. It will teach students about UNA's academic expectations, policies, and procedures and enhance academic skills such as goals setting, time management, study and test-taking skills. The course concludes with a personal exploration in which students integrate acquired skills and experiences into personal growth and exploration and develop major and/or career objectives, plans, and networking. This one hour credit course includes one regularly-scheduled class period per week, and may be applied only one time towards a degree as an alternative to enrollment in LC 101, Learning Community Seminar.

GEOGRAPHY (GE)

GE 102. (3) **World Regional Geography.** The geographic method of inquiry is used to examine, describe, explain, and analyze the human and physical environments of the major regions of the world. (Fall, Spring, Summer)

GE 111. (4) **Principles of Physical Geography I.** Study of the

SOCIOLOGY (SO)

SO 221. (3) **Introductory Sociology.** This course examines how social forces shape our behaviors and how we in turn affect the society in which we live. Students learn to apply the sociological perspective through an analysis of culture, socialization, crime and deviance, social inequality, and the primary institutions such as family, religion, government, and education. (Fall, Spring)

SO 221H. (3) **Honors Introductory Sociology.** This course presents students with an opportunity to learn sociological concepts, theory and methodology through analysis of assigned readings drawn from academic journals and brief but topically specific texts. Students are expected to demonstrate understanding through a series of written assignments designed to promote critical thinking as well as interdisciplinary application of the sociological imagination as such is applied to those areas central to the discipline (e.g., culture, social structure, social stratification and inequality, socialization, deviance, crime and crime management, social groups and group dynamics, community and population, social institutions and social change). This course is open to students in the Honors Program and other students with prior departmental approval.

SO 222. (3) **Current Social Problems.** A study in social issues; contemporary social problems and their consequences, with special emphasis on American society. (Fall, Spring)

SO 223. (3) **Marriage and the Family.** A study of origin and evolution of the family as a social institution; the relationships of family structure to social organization; theories, functions, forms, and processes of the family in selected cultures. Also listed as WS 223 but creditable only in field for which registered. (Fall, Spring)

SO 224. (3) **Introduction to Child Life and Family Studies.** A study of children and families which focuses on the changes in families over time and the implications of those changes. Also examined are the socio-cultural issues that impact family development, structure and function. Attention is given to understanding the development of children and teens in the context of the family and other settings including medical. Additional topics covered include assessment, preparation, play, coping, family-centered care, and grief and loss within the family. This course fulfills the requirement set by the Child Life Council for the Certified Child Life Specialist. Also listed as FS 224 but creditable only in field for which registered. (Offered on sufficient demand)

SO 231. (3) **Introduction to Anthropology.** An introductory survey of the field of anthropology, with emphasis on the prehistoric development of man and cultures. Prerequisite: SO 221. (Fall)

SO 300. (3) **Sociology of Gender and Sexual Behavior.** Analysis of social, psychological, and physiological approaches to the development of gender identity and gender roles; effect of differential socialization methods from infancy through adulthood; impact on both men and women of contemporary changes in gender roles; analysis of sexual behavior and sexuality in contemporary society from a sociological perspective. Also listed as WS 300 but creditable only in field for which registered.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** Sociology and Family Studies

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

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input checked="" type="checkbox"/> Change in Course Description |
| <input checked="" type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input checked="" type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> 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*):

1. As part of the departmental QEP plan, we propose SO 310W Methods of Social Research to be modified from a three-credit-hour course to a four-credit-hour course with a lab session.
2. Addition of a \$30 course fee (see justification below).

Proposed Banner Course Title (30 character maximum): Methods of Social Research

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

If Addition of/Change in Course Fee, provide justification: A course fee of \$30.00 per student will be collected to cover the general cost of materials and supplies used by a student in the computer lab at Stevens Hall 303. Expendables include maintenance of lab equipment, software purchase and upgrades, ink/toner and paper for printers. The course fee of \$30 is equivalent to those of other research-related courses at UNA, such as SO 311 and GE 224.

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

October 31, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee**

Terri N. Bullard
Chair's Signature

[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.

Sociology majors must pursue at least one academic minor. The following minors are recommended: criminal justice, family studies, foreign languages, geography, geographic information science, international studies, management, marketing, political science, psychology and public relations. Exit examinations are required of all sociology majors.

REQUIREMENTS FOR A BACHELOR OF ARTS OR BACHELOR OF SCIENCE DEGREE WITH A
MAJOR IN SOCIOLOGY

Course	Credit
A. General Education Component	41
For general education requirements and additional requirements for UNA students, refer to Academic Procedures and Requirements. Sociology majors must complete:	
Area IV: Introductory Sociology	(3) History 101 and 102 or History 201 and 202 (6) Select one course from the following:
EC 251, EC 252, ED 299, GE 102, GE 260, PS 241, PY 201	(3)
For the Bachelor of Arts degree the student must satisfy the following requirement: 6 hours of a required foreign language at the intermediate level.	
B. Major Core Requirements:	
*Introductory Sociology (SO 221)	3
*Current Social Problems (SO 222)	3
Marriage and the Family (SO 223)	3
Methods of Social Research (SO 310W)	4
History of Social Thought (SO 423)	3
Modern Sociological Theory (SO 428)	3
Sociology Electives	15
	27 34

Deleted: 3

Deleted: 33

Prescribed Supporting Course:
Computer Skills for Problem-Solving (CS 135) or

SO 307. (3) **Medical Sociology.** Application of sociological concepts and principles to the study of health professions, medical institutions, community medical organization, and definition and distribution of illnesses. Prerequisite: SO 221. (Fall, odd-numbered years)

SO 308. (3) **Aging and Society.** Designed to examine the relationship between the various structures and institutions in society and aging. Emphasis will be placed on the relationship between the family, religion, education, the government and the economic system and individuals as they age. Prerequisite: SO 221 or SO/WS 223. (Fall)

SO 309. (3) **Death and Dying.** Provides an understanding of dying, death and bereavement that will assist individuals to better cope with their own deaths and with the deaths of others. Prerequisite: SO 221. (Fall, even-numbered years)

SO 310W. (4) **Methods of Social Research.** An introduction to the selection and formulation of research problems; project design and sampling procedures; data collection and preparation of reports. Three class periods; one 1-hour laboratory period per week. Prerequisite: SO 221 and SO 222. Course fee: \$30.00. (Fall, Spring)

SO 311. (3) **Computer Applications in the Social Sciences.** This course is designed to expose students to computer applications with the social sciences and provide them with hands-on experience managing, transforming, analyzing, and displaying social science data. Prerequisite: SO 221. It is recommended that students take SO 310, Research Methods, before taking this course. Course fee: \$30.00. (Offered on sufficient demand)

SO 320. (3) **Sociology of Leisure and Recreation.** Sociocultural analysis of the nature and social organization of nonwork activity in modern societies, with emphasis on the structure and dynamics of recreation and their relationship to the major social institutions. Prerequisite: SO 221. (Offered on sufficient demand)

SO 322. (3) **The Community.** Designed to acquaint the student with contemporary urban and rural communities, with emphasis on basic social institutions and vital processes. Prerequisite: SO 221. (Offered on sufficient demand)

SO 323. (3) **Criminology.** A study of crime and criminal behavior in American society, with special emphasis on the individual, group trends, and theories concerning treatment. Also listed as CJ 323. Prerequisite: SO 221. (Fall)

SO 324. (3) **Population Studies.** A study of population distribution, composition, growth, migration, and vital processes. Prerequisite: SO 221. (Offered on sufficient demand)

SO 342. (3) **The Self and Social Interaction.** Analysis of the social origin, development and maintenance of the Self, and how the Self and identities affect construction of shared social reality in larger contexts. The course is taught from a micro-sociological perspective and focuses on the symbolic nature of culture, its influence on the socialization of individuals, role-taking and role-making in negotiation of shared expectations and in construction of social reality and structures. Prerequisite: SO 221. (Fall, even-numbered years)

SO 350. (3) **Cultural Anthropology.** Methods and theories of cultural anthropology; ethnographic study of divergent societies throughout the world. Prerequisite: SO 221. (Spring)

Deleted: 3

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** History and Political Science

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

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input checked="" type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> 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*):

1. Create undergraduate minor in Public History.

2. Rationale: The Public History minor introduces undergraduate students to the field of public history while helping students to develop skills necessary to convey history to audiences in a wide array of public and private settings outside of academia. Students have the opportunity to complete a variety of projects, including website design, exhibit design, developing history education programs for museums, and National Register of Historic Places nominations. Through the internship requirement, students will gain valuable public history experience while working in a professional setting. The certificate will help prepare students for graduate level work in public history.

Proposed Banner Course Title (30 character maximum):

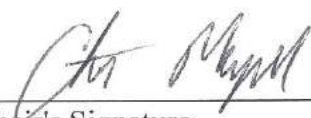
The proposed change(s) will be effective beginning: Fall semester 2014 year

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: Accounting and Business Law, Art, Communications, English, Geography, HPER, Management & Marketing, Sociology.

October 30, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee**


Chair's Signature


Academic Dean's Signature**

Course	Credit
POLITICAL SCIENCE.....	12
*United States Government and Politics (241).....	3
Political Science Electives (302, 303, 342, 344, 345, 367, 481).....	9
GEOGRAPHY.....	20
*World Regional Geography (102).....	3
*Principles of Physical Geography I (111).....	4
*Principles of Physical Geography II (112).....	4
History and Philosophy of Geography (300W).....	3
Geography Electives (300-400 level).....	6
SOCIOLOGY/PSYCHOLOGY.....	3
*Introductory Sociology (SO 221) or General Psychology (PY 201) ..	3
ECONOMICS.....	6
*Principles of Macroeconomics (251).....	3
*Principles of Microeconomics (252).....	3
C. General Elective hours, if required, to bring total to 120.	
D. All majors must complete the PRAXIS II as a required exit exam.	

REQUIREMENTS FOR A MINOR IN HISTORY

Course	Credit
World Civilization (101, 102).....	6
United States History (201, 202).....	6
History and Historical Research (301W).....	3
History Electives (300-400 level).....	9

REQUIREMENTS FOR A MINOR IN PUBLIC HISTORY

Course	Credit
History and Historical Research (HI 301).....	3
Public History (HI 471).....	3
Public History Electives (selected from HI 390, HI 476, HI 480, and HI 490).....	6
Related Electives (selected from AC 291, AC 292, AR 481W, COM 243, EN 300W, EN 440W, GE 384, GE 390, GE 420, MK 360, MK 375, PS 412, SO 231, SRM 335, SRM 345, or additional courses with the approval of the Chair of the Department of History and Political Science.....	6
History Internship Practicum (HI 491).....	3
Total.....	21

REQUIREMENTS FOR A CERTIFICATE IN PUBLIC HISTORY (refer to section on SPECIAL PROGRAMS AND ACTIVITIES)

REQUIREMENTS FOR A MINOR IN LEGAL STUDIES

Course	Credit
United States Constitutional History (HI/PS 367).....	3
Logic (PHL 202).....	3
Judicial Process and Behavior (PS 344).....	3
Nine hours from the following list of additional courses (including at least three hours at the 300-400 level):.....	9
The Legal Environment of Business (BL 240) Business Law for Entrepreneurs (BL 381) Criminal Law (CJ 295)	
Criminal Evidence (CJ 430)	
Criminal Procedure (CJ 434)	
Communication Law and Ethics (COM 400W)	
Technical Writing (EN 339W)	
Entertainment Industry Law (ENT 470W) Internship (PS 495)	
Law and Society (SO 430)	
Other courses with approval of the Chair of the Department of	

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** History and Political Science

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

- | | |
|--|--|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input checked="" type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> 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*):

1. Create undergraduate Certificate in Public History for both degree seeking and non-degree seeking students.
2. Rationale: The Public History Certificate introduces undergraduate students to the field of public history while helping students to develop skills necessary to convey history to audiences in a wide array of public and private settings outside of academia. Students have the opportunity to complete a variety of projects, including website design, exhibit design, developing history education programs for museums, and National Register of Historic Places nominations. Through the internship requirement, students will gain valuable public history experience while working in a professional setting. The certificate will help prepare students for graduate level work in public history.

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: Accounting and Business Law, Art, Communications, English, Geography, HPER, Management & Marketing, Sociology.

October 30, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee**


Chair's 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.

experience in a related field and consultation with the Department Chair. The program is offered in conjunction with the Office of Continuing Education.

REQUIREMENTS FOR A CERTIFICATE IN GEOGRAPHIC INFORMATION SYSTEMS

Course	Credit
Maps and Map Interpretation (GE 225)	3
Cartography (GE 325)	3
Geographic Information Systems (GE 384)	4
Applied Geospatial Analysis (GE 484)	3
Geography Capstone Project (GE 487)	3 Total 16

Certificate in Gerontology. The Department of Sociology and Family Studies offers a Certificate in Gerontology. This certificate is offered to both degree seeking students as well as community persons seeking professional/personal advancement. Non-degree seeking students will be admitted to the University via established admission guidelines. The certificate is designed to provide a broad base of knowledge related to the social, psychological and physiological aspects of aging. The certificate is comprised of 21 hours of coursework and 3 hours of field practice. The program is offered in conjunction with the Office of Continuing Education and the College of Nursing.

REQUIREMENTS FOR A CERTIFICATE IN GERONTOLOGY* Course	Credit	Human Growth
and Development (ED 299)	3	
Health and Aging (HPE/NU 420)	3	
Gerontology (SO/SW 403)	3	
Aging and Society (SO 308)	3	
Death and Dying (SO 309)	3	
Practicum (SO 499)	3	
Electives (selected from HPE 499, MG 330, NU 323 or SO 395, NU 415, PY 350, SO 307, SW 491)	6	
Total	24	

* Nine hours of prerequisite work are required (EN 111/112 and a general biology course) prior to the student entering any upper-level course for certificate credit.

Certificate in Public History. The Department of History and Political Science offers a Certificate in Public History to both degree seeking students as well as non-degree seeking individuals seeking professional advancement. The Certificate in Public History introduces undergraduate students to the field of public history while helping students to develop skills necessary to convey history to audiences in a wide array of public and private settings outside of academia. Students have the opportunity to complete a variety of projects, including website design, exhibit design, developing history education programs for museums, and National Register of Historic Places nominations. Through the internship requirement, students will gain valuable public history experience while working in a professional setting. The certificate will help prepare students for graduate level work in public history. The certificate is comprised of eighteen hours of coursework and a required three-hour internship.

REQUIREMENTS FOR A CERTIFICATE IN PUBLIC HISTORY

Course	Credit
History and Historical Research (HI 301)	3
Public History (HI 471)	3
Public History Electives (selected from HI 390, HI 476, HI 480, and HI 490)	6
Related Electives (selected from AC 291, AC 292, AR 481W, COM 243, EN 300W, EN 440W, GE 384, GE 390, GE 420, MK 360, MK 375, PS 412, SO 231, SRM 335, SRM 345, or additional courses with the approval of the Chair of the Department of History and Political Science)	6

Formatted: Centered

History Internship Practicum (HI 491)	3
---	---

Total

21

Critical Languages Program. Under the auspices of the National Association of Self-Instructional Language Programs (www.nasilp.net), the Department of Foreign Languages offers foundation courses in Arabic, Chinese, Japanese, Portuguese, Russian, Swahili and Turkish utilizing native-speaker language partners in the classroom, and external examiners who administer the final exams. Numerous resources for languages taught in the Critical Languages Program are available in the Foreign Language Lab located in Wesleyan Hall Room 305.

Entertainment Industry Center. The Entertainment Industry Center (EIC) prepares students for professional careers in the entertainment industry. The EIC is part of the College of Arts and Sciences. The center is a service learning center for the nationally accredited Department of Music and Theatre. The EIC coordinates all the degrees and houses the student recording studio and MIDI lab.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** History & Political Science

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

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input checked="" type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> 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*):

Add a \$30.00 course fee to HI 471, Public History to fund fieldwork travel, fieldtrips and project expenses

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: Fund field work/field trip & project expenses

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

October 30, 2013
Date Approved by Department Curriculum Committee


Chair's Signature

November 19, 2013
Date Approved by College Curriculum Committee**


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.

HI 454. (3) **United States History, 1877-1919.** A study of United States history from the end of Reconstruction through World War I. (Offered on sufficient demand)

HI 455. (3) **United States History, 1920-1945.** A study of United States history from 1920 through World War II. (Offered on sufficient demand)

HI 456. (3) **Recent United States History.** The United States since World War II, with emphasis on the origins and development of the Cold War, including Korea and Vietnam, domestic social, cultural, and political movements in the 1950s and 1960s, the Age of Reagan, and influence of the "Baby Boomer" generation in the 20th and 21st centuries. (Spring)

HI 460. (3) **Cold War (1945-1991).** An examination of the causes, conduct, and consequences of the Cold War in a global context. (Offered on sufficient demand)

HI 461. (3) **History of the South.** An advanced survey of political, economic, and social developments in Southern history from the 17th century "pre-South" to the Sunbelt of the 21st, with emphasis on regional and cultural identity, and the interaction of the South in the broader history of the United States. (Fall, odd-numbered years)

HI 462. (3) **History of Mexico.** An examination of native society, conquest, colonial Mexico, the wars for independence, the revolution, and Mexico since the revolution. (Offered on sufficient demand)

HI 467. (3) **History of the West.** Relation of westward movement to the development of the United States; factors responsible for and composition of various segments of the general movements; problems of frontier and the influence of the frontier on American institutions. (Offered on sufficient demand)

HI 470. (3) **History of Asian Religions.** This course examines both the historical development and current content of the religious and philosophical traditions of Asia with special emphasis on Confucianism, Daoism, Shintoism, Buddhism, Sikhism and Hinduism. The course covers Japan, China, India, Tibet, other parts of Southeast Asia and East Asia. For each of these traditions, we will consider its history and mythology, the great themes and ideas which have shaped the worlds of meaning for the followers, and the ways of worshiping and achieving the good life, individually and socially. Also listed as RE 470 but creditable only in field for which registered. (Summer)

HI 471. (3) **Public History.** The professional nature of public history, the interpretation of history for diverse audiences, and the application of historical methods in the wider world. Combines reading and discussion, interaction with practicing professionals, and possible experiential learning component. **Course fee: \$30.00.** (Offered on sufficient demand)

HI 476. (3) **Oral History.** Exposes students to the use of oral history as a research technique and provides experience in conducting professionally acceptable oral history interviews. (Offered on sufficient demand)

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)

- | | |
|---|--|
| <input type="checkbox"/> Proposed New Course(s)
(attach one-page syllabus) | <input type="checkbox"/> Cross Listing of Course |
| <input type="checkbox"/> Course Number/Title Change | <input type="checkbox"/> Inactivation of Course |
| <input type="checkbox"/> Change in Course Prerequisites | <input type="checkbox"/> Changes in Admission to Major |
| <input type="checkbox"/> Changes in Credit Hours | <input type="checkbox"/> *New Curriculum |
| <input type="checkbox"/> *Revisions in Curriculum of Existing
Major, Minor and Concentrations | <input type="checkbox"/> Non-Substantive/Editorial Change
(only complete this page for this category) |
| <input checked="" type="checkbox"/> Addition of/Increase in Course Fee | <input type="checkbox"/> Other (Please specify) |
| <input type="checkbox"/> *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*):

Add a \$30.00 course fee to HI 571, Public History for fieldwork travel, field trips and project expenses

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.

October 30, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee

[Signature]
Chair's Signature

[Signature]
Academic Dean's Signature

Department History and Political Science Course Prefix HI Number 571

Title of Course Public History Credit 3

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

1. Course catalog description and objectives.

HI 571. Public History. 3 semester hours.

The professional nature of public history, the interpretation of history for diverse audiences, and the application of historical methods in the wider world. Combines reading and discussion, interaction with practicing professionals, and possible experiential learning component. Course fee: \$30.00.

2. Justification for course or proposed change(s)

NA

3. Outline of Course Topics

NA

4. Activities Required of Students

NA

5. Evaluation Procedures

NA

6. References and Text

NA

7. Course resources and costs

Fieldwork travel, field trips and project expenses

8. Justification for Addition of/Increase in Course Fee

A \$30.00 course fee will be added to pay for fieldwork travel, field trips and project expenses

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

NA

- HI 562. **History of Mexico.** 3 semester hours.
An examination of native society, conquest, colonial Mexico, the wars for independence, the revolution, and Mexico since the revolution.
- HI 567. **History of the West.** 3 semester hours.
Relation of westward movement to the development of the United States; factors responsible for and composition of various segments of the general movements; problems of frontier and the influence of the frontier on American institutions.
- HI 570. **History of Asian Religions.** 3 semester hours.
This course examines both the historical development and current content of the religious and philosophical traditions of Asia with special emphasis on Confucianism, Daoism, Shintoism, Buddhism, Sikhism, and Hinduism. The course covers Japan, China, India, Tibet, and other parts of Southeast Asia and East Asia. For each of these traditions, we will consider its history and mythology, the great themes and ideas which has shaped the worlds of meaning for the followers, and the ways of worshiping and achieving the good life, individually and socially. Also listed as RE 570 but creditable only in field for which registered. (Summer)
- HI 571. **Public History.** 3 semester hours.
The professional nature of public history, the interpretation of history for diverse audiences, and the application of historical methods in the wider world. Combines reading and discussion, interaction with practicing professionals, and possible experiential learning component. **Course fee: \$30.00.**
- HI 576. **Oral History.** 3 semester hours.
Exposes students to the use of oral history as a research technique and provides experience in conducting professionally acceptable oral history interviews.
- HI 579. **History of Religion in the United States.** 3 semester hours.
A nonsectarian study of religion in United States history from the 17th century to the 21st, including, but not limited to, origins, revivalism, Catholicism, the rise of denominationalism in American Protestantism, civil religion, and the emergence of the holiness and charismatic movements.
- HI 580. **Digital History.** 3 semester hours.
The current and potential impact of digital media on the theory and practice of history. Explores a range of production of new media history resources, including both practical work on project management and design.

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)

- | | |
|---|--|
| <input type="checkbox"/> Proposed New Course(s)
(attach one-page syllabus) | <input type="checkbox"/> Cross Listing of Course |
| <input type="checkbox"/> Course Number/Title Change | <input type="checkbox"/> Inactivation of Course |
| <input type="checkbox"/> Change in Course Prerequisites | <input type="checkbox"/> Changes in Admission to Major |
| <input type="checkbox"/> Changes in Credit Hours | <input type="checkbox"/> *New Curriculum |
| <input type="checkbox"/> *Revisions in Curriculum of Existing
Major, Minor and Concentrations | <input type="checkbox"/> Non-Substantive/Editorial Change
(only complete this page for this category) |
| <input checked="" type="checkbox"/> Addition of/Increase in Course Fee | <input type="checkbox"/> Other (Please specify) |
| <input type="checkbox"/> *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*):

Add a \$30.00 course fee to HI 670, Historic Preservation and Cultural Resource Management to pay for fieldwork travel, field trips and project expenses.

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.

October 30, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee

[Signature]
Chair's Signature
[Signature]
Academic Dean's Signature

* May require ACHE review

4-10-13

Department History and Political Science Course Prefix HI Number 670

Title of Course: Historic Preservation and Cultural Resource Management Credit 3

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

1. Course catalog description and objectives.

HI 670, Historic Preservation and Cultural Resource Management. 3 semester hours.

The identification, preservation, and maintenance of historic sites and artifacts. Explores regulatory policies and procedures employed by federal, state, and local agencies in the work of identifying, evaluating, recording, preserving, and managing the historical, architectural, and cultural resources of the United States. Course fee: \$30.00.

2. Justification for course or proposed change(s)

NA

3. Outline of Course Topics

NA

4. Activities Required of Students

NA

5. Evaluation Procedures

NA

6. References and Text

NA

7. Course resources and costs

Fieldwork travel, field trips and project expenses

8. Justification for Addition of/Increase in Course Fee

A \$30.00 course fee will be added to pay for fieldwork travel, field trips and project expenses

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

- HI 603. **Teaching Methodology.** 3 semester hours.
Introduction to the theory and practice of teaching history. Selected readings on pedagogical theory and current research on teaching and learning; emphasis on classroom application. Hands-on exercises in course design, assignment and test preparation, grading and assessment, lecturing, leading discussion, and the use of technology to enhance learning. Normally limited to graduate students in history; other graduate students with departmental approval.
- HI 605. **Historiography and Methodology.** 3 semester hours.
A study of the writing and philosophy of history, investigative techniques, and the mechanics of historical research and documentation. (Fall)
- HI 611. **Seminar in U.S. History to 1877.** 3 semester hours.
Research and writing based seminar on topics in American history through the end of reconstruction with emphasis upon analysis and interpretation. May be repeated for credit as course topics will vary. (Fall)
- HI 612. **Seminar in U.S. History Since 1877.** 3 semester hours.
Research and writing based seminar on topics in American history since the end of reconstruction with emphasis upon analysis and interpretation. May be repeated for credit as course topics will vary. (Spring)
- HI 621. **Seminar in World History to 1815.** 3 semester hours.
Research and writing based seminar on topics in World history to 1815 with emphasis on analysis and interpretation. May be repeated for credit as topics will vary. (Fall)
- HI 622. **Seminar in World History Since 1815.** 3 semester hours.
Research and writing based seminar on topics in World history since 1815 with emphasis upon analysis and interpretation. May be repeated for credit as topics will vary. (Spring)
- HI 640. **Directed Research and Study.** 3 semester hours.
Requires a major research and writing project in an appropriate subject matter area. May be repeated for credit as course topics will vary.
- HI 670. **Historic Preservation and Cultural Resource Management.** 3 semester hours.
The identification, preservation, and maintenance of historic sites and artifacts. Explores regulatory policies and procedures employed by federal, state, and local agencies in the work of identifying, evaluating, recording, preserving, and managing the historical, architectural, and cultural resources of the United States. **Course fee: \$30.00.**

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)

- | | |
|---|--|
| <input type="checkbox"/> Proposed New Course(s)
(attach one-page syllabus) | <input type="checkbox"/> Cross Listing of Course |
| <input type="checkbox"/> Course Number/Title Change | <input type="checkbox"/> Inactivation of Course |
| <input type="checkbox"/> Change in Course Prerequisites | <input type="checkbox"/> Changes in Admission to Major |
| <input type="checkbox"/> Changes in Credit Hours | <input type="checkbox"/> *New Curriculum |
| <input type="checkbox"/> *Revisions in Curriculum of Existing
Major, Minor and Concentrations | <input type="checkbox"/> Non-Substantive/Editorial Change
(only complete this page for this category) |
| <input checked="" type="checkbox"/> Addition of/Increase in Course Fee | <input type="checkbox"/> Other (Please specify) |
| <input type="checkbox"/> *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*):

Add a \$30.00 course fee to HI 671, Museum and Archival Management to pay for fieldwork travel, field trips and project expenses

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.

October 30, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee

Chair's Signature

Academic Dean's Signature

Department History and Political Science Course Prefix HI Number 671

Title of Course: Museum and Archival Management Credit 3

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

1. Course catalog description and objectives.

HI 671. Museum and Archival Management. 3 semester hours.

History and philosophy of museums, especially historical museums; organization and operation; planning exhibits; educational activities; and public relations. The nature of archives; various types of records; arranging and processing archives; restoring and protecting records; archival institutions, policies, and procedures. Course fee: \$30.00.

2. Justification for course or proposed change(s)

NA

3. Outline of Course Topics

NA

4. Activities Required of Students

NA

5. Evaluation Procedures

NA

6. References and Text

NA

7. Course resources and costs

Fieldwork travel, field trips and project expenses

8. Justification for Addition of/Increase in Course Fee

A \$30.00 course fee will be added to pay for fieldwork travel, field trips and project expenses

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

NA

- HI 671. **Museum and Archival Management.** 3 semester hours.
History and philosophy of museums, especially historical museums; organization and operation; planning exhibits; educational activities; and public relations. The nature of archives; various types of records; arranging and processing archives; restoring and protecting records; archival institutions, policies, and procedures. **Course fee: \$30.00.**
- HI 679. **Public History Internship.** 3 semester hours.
Internship with a public or private historical agency or institution of regional or national significance. Enrollment limited to students in the Master of Arts in History program with a concentration in Public History.
- HI 690. **Special Topics in History.** 3 semester hours.
A variety of topics will be offered under the course number and title as the need arises. Course may be repeated for credit as different topics in history are offered.
- HI 695. **Thesis.** 3-6 semester hours.
Selection of a research topic, collection and analysis of primary and secondary historical sources, composition of and public defense of a thesis. A grade of "SP" indicating satisfactory progress or a grade of "UP" for unsatisfactory progress will be recorded on the transcript. May be repeated for credit.
- HI 698. **Comprehensive Examination.** 0 semester hours.
Orientation to and administration of a written comprehensive examination for the MA in History program. A non-credit course required of all candidates for the non-thesis option. The course is to be taken in the last term in which the student is expected to complete all other program requirements. A grade of "S" indicating satisfactory performance or a grade of "U" for unsatisfactory will be recorded on the transcript. A grade of "S" is required for graduation; the course may be repeated once. Prerequisite: student must have completed all other program requirements or be enrolled in the last course for program completion.
- HI 699. **Thesis Defense.** 0 semester hours.
Orientation to and administration of a defense for the MA in History program. A noncredit course required of all candidates for the thesis option. The course is to be taken in the last term in which the student is expected to complete all other program requirements. A grade of "S" indicating satisfactory performance or a grade of "U" for unsatisfactory performance will be recorded on the transcript. A grade of "S" is required for graduation; the course may be repeated once. Prerequisite: student must have completed all other program requirements or be enrolled in the last course for program completion.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** Social Work

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

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

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

If yes, for whom: Dr. John Hodges

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. Add to Social Work - SW 350 Statistics for Social Services)

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*):

1. Delete from Social Work Prescribed Supporting Courses - MA 147 - Elementary Statistics
2. Add new course, SW 350 (3) **Statistics for Social Services**
3. Rationale: The proposed Statistics course will expand the existing Social Work Research course to two semesters, with the same faculty member teaching both courses. This will enable students to develop and complete a research project, provide continuity in content between the two courses, and prepare students for effective use of statistical skills essential for professional social service practitioners. The course meets University QEP goals and CSWE Accreditation standards for enhanced research literacy. Completion of General Education component is a prerequisite for SW 350.

Proposed Banner Course Title (30 character maximum): Statistics for Social Services

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: Math - Dr. Stenger

Nov 11, 2013

Date Approved by Department Curriculum Committee

November 19, 2013

Date Approved by College Curriculum Committee**

J. Borah
Chair's Signature

V. Stenger
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.

UNIVERSITY OF NORTH ALABAMA
DEPARTMENT OF SOCIAL WORK
SW 150-01 – STATISTICS FOR SOCIAL SERVICES
(3 Credit Hours) – FALL 2014 Days/Times & Locations: TBD
Instructor: John Q. Hodges, Ph.D., Associate Professor

I. COURSE DESCRIPTION:

This course provides an introduction to social statistics appropriate for use by social service practitioners. The goal is to develop within students an understanding of social work statistical methods to ensure they are able to provide ethical and evidence-based practice as outlined in the Code of Ethics of the National Association of Social Workers (NASW).

Students in this course will develop the knowledge, skills and values essential for becoming critical consumers of social statistics. The course will cover probability as well as descriptive and inferential statistics, with an emphasis on non-parametric tests suitable for use in applied settings in social work, counseling, and other helping professions. The course will combine lecture with hands-on application in a computer lab using SPSS (Statistical Package for the Social Sciences).

II. COURSE OBJECTIVES:

Upon completion of this course students will possess:

1. Knowledge about probability theory, data distributions, various statistical procedures (univariate, bivariate, and multivariate), and statistical inferences (practice behavior 6.2 for competency #6). This will be assessed through in class exercises, homework assignments, and course exams.
2. The ability to accurately select the appropriate statistical analyses for various questions and data (practice behavior 6.2 for competency #6). This will be assessed through in- class exercises and homework assignments.
3. An understanding of how to correctly interpret the meaning and results of different statistical procedures (practice behavior 6.2 for competency #6). This will be assessed through homework assignments and the final exam.
4. The ability to apply statistics to social work practice, consistent with social work values and ethical principles related to work within agencies (practice behavior 2.2 & 4.1 for competencies #2 & #4). This will be assessed by in class exercises, and homework assignments.
5. The ability to understand and interpret research and statistics as they apply to diverse populations (practice behavior 2.2 & 4.4 for competencies #2 & #4) and for the pursuit of social and economic justice. This will be assessed by in-class assignments, and course exams.

III. REQUIRED TEXT

Salkind, N.J. (2010). *Statistics for People Who (Think They) Hate Statistics*, 4th Edition.
Sage Publications: Thousand Oaks, CA.

Other readings and journal articles as assigned and made available on the course Angel site.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** Social Work

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

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

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

If yes, for whom: Dr. Joy Borah, Mrs. Freda Coleman-Reed, Mrs. Katherine Crisler, Dr. John Hodges, Mrs. Jacqueline Winston

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. Add to Social Work - SW 199-SL1 Volunteer Service and Community Engagement

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*):

1. Delete from Social Work Prescribed Supporting Courses: PS 242 - Contemporary Issues in United States Politics and PS 243 - State and Local Government and Politics.
2. Add SW 199-SL1(3) **Volunteer Service and Community Engagement** to Prescribed Supporting Courses.
3. Rationale: The Service Learning course is designed to provide students with hands-on experiential opportunities, integrate classroom learning with "real-life" practice experiences in the community, and enable students to gain a better understanding of the social service profession. Service learning projects are designed in collaboration with agency partners and meet CSWE Accreditation standards related to practice competencies. The proposed change will enable students to continue to acquire content on Political Science through the required PS 241 United States Government and Politics course, while expanding course content on contemporary issues and government in the SW 305 Social Welfare Policy course required for the major.

Proposed Banner Course Title (30 character maximum): Volunteer Svc & Comm Engagemnt

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: History and Political Science - Dr. Maynard

November 11, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee**

J Borah
Chair's Signature

[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.

UNIVERSITY OF NORTH ALABAMA
DEPARTMENT OF SOCIAL WORK
SW 199 – Volunteer Service and Community Engagement (3 Credit Hours)

INSTRUCTOR: Ms. Freda Coleman-Reed, LCSW, PIP

OFFICE: Stevens Hall, Room 564

Email: fvcolemanreed@una.edu

TELEPHONE: 765-4717 (Office)

Campus Mail: UNA Box 5110

OFFICE HOURS:

Wednesday: 2:00 – 4:00 pm

Thursday: 1:00 – 2:00 pm

Friday: 10:00 – 11:00 am

**Available at other times by
phone, Email, or drop-in**

COURSE DESCRIPTION:

The Service Learning course is designed to provide students with hands-on experiential opportunities, integrate classroom learning with “real-life” practice experiences in the community, and enable students to gain a better understanding of the social service profession. Students will gain understanding of social issues by volunteering 30 hours in a social service agency in the community.

COURSE OBJECTIVE

Demonstrate an understanding of the professional social worker’s role in addressing social problems in a complex diverse society with global interconnections, recognizing the importance of critical thinking, effective communication skills, models of assessment, prevention, intervention, and evaluation.

RECOMMENDED TEXT:

None – When appropriate excerpts from specific text may be provided through ANGEL learning.

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

College Name: Arts and Sciences **Department Name:** Social Work

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

- | | |
|--|--|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input checked="" type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> 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*):

1. Create undergraduate Certificate in Child Welfare Practice for both degree and non-degree seeking students.

2. Rationale: The Certificate in Child Welfare Practice program is a competency-based training curriculum designed to prepare students to provide services to at-risk children and families through a wide range of public and private agencies. As a member of the Alabama Higher Education Child Welfare Consortium, the Department will participate in the Title IV-E Child Welfare Training Funding Program which supports University-Agency training partnerships and provides federal funding for educating and training both current and future child welfare workforce. Eligible Social Work majors will receive a stipend during their field practicum through this program. The Certificate is open to all majors and area professionals; the stipend is restricted to Social Work majors. Outcomes: enhanced child welfare curricula; opportunities for students for high quality training and professionalization; stronger University-agency partnerships; opportunity for recruitment and retention of diverse students; facilitating career ladder from BSW to an MSW degree. **UNA would be the first institution in the state of Alabama to offer a Child Welfare certificate program for Social Workers.** The proposed program makes efficient utilization of existing courses, resources, and personnel while offering the additional benefits of Child Welfare certification to students and area professionals.

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: _____

November 11, 2013
Date Approved by Department Curriculum Committee

November 19, 2013
Date Approved by College Curriculum Committee**

J. Borah
Chair's Signature
Van Houten
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.

Undergraduate Curriculum Committee Curriculum Change Proposal Form

College Name: Arts and Sciences Department Name: Social Work

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

- | | |
|---|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input checked="" type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input checked="" type="checkbox"/> Editorial Change |
| <input type="checkbox"/> 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*):

1. On page 366 of the 2014-15 catalog, delete the line "Social Work 230 is the prerequisite to all other courses in social work."

Social Work 230 is not a prerequisite for Social Work electives.

Proposed Banner Course Title (30 character maximum): _____

The proposed change(s) will be effective beginning: _____

Fall semester 2015 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: _____

Nov 11, 2013

Date Approved by Department Curriculum Committee

November 19, 2013

Date Approved by College Curriculum Committee**

Chair's 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.

Course	Credit
Area III. Introductory Biology (BI 101) or Principles of Biology (BI 111) and four additional science hours as listed under Area III science requirements	(8)
Area IV. United States Government and Politics (PS 241)	(3)
General Psychology (PY 201)	(3)
Introductory Sociology (SO 221)	(3)
B. Major Core Requirements:	
Introduction to Social Work (SW 230)	3
Social Welfare: Policies and Services (SW 305)	3
Human Behavior and Social Environment I (SW 315)	3
Human Behavior and Social Environment II (SW 316)	3
Diversity Issues in Social Work (SW 324)	3
Methods of Social Work Practice I (SW 360W)	3
Methods of Social Work Practice II (SW 361)	3
Methods of Social Work Practice III (SW 362)	3
Methods of Social Work Research (SW 370)	3
Field Instruction in Social Work I (SW 432)	6
*Field Instruction in Social Work II (SW 433)	6
Social Work Elective	3
	<u>42</u>
Prescribed Supporting Courses:	
<u>Volunteer Service and Community Engagement (SW 199)</u>	<u>3</u>
<u>Contemporary Issues in United States Politics (PS 242)</u> <u>or State and Local Government and Politics (PS 243)</u>	<u>3</u>
<u>Elementary Statistics (MA 147)</u>	<u>3</u>
**Business Applications of Microcomputer Software (CIS 125)	3
Introduction to Philosophy (PHL 201), or Logic (PHL 202), or Ethics (PHL 205)	3
Principles of Macroeconomics (EC 251) or Principles of Microeconomics (EC 252)	3
<u>Statistics for Social Services (SW 350)</u>	<u>3</u>
	<u>15</u>

Designated Major Elective Courses:

Select five courses (no more than two can be taken from any one department) from among the following:

- Communication in a Global Age (COM 205)
- Interpersonal Communication (COM 306)
- Group Communication (COM 330)
- Images of Women in Literature (EN 333)
- Introduction to International Studies (FL 101)
- Cross Cultural Interaction (FL 302)
- Human Geography (GE 260)
- Urban Geography (GE 390)
- Child Development (HES 362)
- Family Development (HES 443)
- Human Sexuality (HPE 406)
- Drugs in American Society (HPE 424)

*The exit examination is a component of this course.

**Fulfills computer literacy requirement.

Course

Credit

Psychology of Adjustment (PY 242)	
Abnormal Psychology (PY 302)	
Departmental Service Learning (SW SL)	
Current Social Problems (SO 222)	
Juvenile Delinquency (SO/CJ 306)	
Medical Sociology (SO 307)	
Cultural Anthropology (SO 350)	
Spanish for Professionals (SP 103)	
Gerontology (SW 403)	
Mental Illness, Substance Abuse and Social Work Practice: What Works? (SW 410)	
Ethical Decision-Making in Social Work Practice (SW 415)	
Services to Family and Children (SW 420)	
Selected Topics (SW 491)	
Women's Health (WS 323)	
Global Women's Issues (WS 354)	15

SPECIAL PROGRAMS AND ACTIVITIES

Centre for British Studies. The UNA Centre for British Studies promotes research and teaching in all aspects of British life: cultural, political, social, and intellectual. The CBS advocates an interdisciplinary approach to British Studies by bringing together scholars and apprentice scholars in the humanities, fine arts, social sciences, and related fields. The UNA Centre for British Studies seeks to promote greater understanding amongst the university community and academic community both at home and abroad by facilitating contacts amongst all who take an interest in Britain.

Certificate in Child Welfare Practice. The Department of Social Work offers the Certificate in Child Welfare Practice designed to prepare students to provide services to at-risk children and families through a wide range of public and private agencies. The competency-based training curriculum includes content on all areas of child welfare practice including historical issues in child welfare, child welfare policy, assessment, interviewing techniques, intervention planning, and referral processes related to meeting federal goals of safety, permanence, and well-being, in addition to foster care and/or adoption. Degree seeking students at University of North Alabama may take required and elective courses leading to the Certificate. Social Work majors may take courses needed to complete the Certificate in Child Welfare within the normal BSW requirements and need not extend the length of the student's degree program. Eligible Social Work majors will receive a stipend during their field practicum through the Title IV-E Training Program of the Alabama Higher Education Child Welfare Consortium. Credits towards meeting BSW requirements can be double-counted toward earning the Child Welfare certificate. Non-degree seeking students may qualify for a "Professional Certificate," which does not include the internship, but requires one year of work experience in the field of child welfare practice.

REQUIREMENTS FOR A CERTIFICATE IN CHILD WELFARE PRACTICE

<u>Course</u>	<u>Credit</u>
Introduction to Social Work (SW 230)	3
Human Behavior and the Social Environment (SW 315)	3
Mental Health, Substance Abuse and Social Work Practice (SW 410)	3
Services to Families and Children (SW 420)	3
Choose 1 Course (3 hours) from list below:	3
Gerontology (SW/SO 403)	
Ethical Decision Making (SW 415)	
Child Development (HES 362)	
Psychology of Adjustment (PY 242)	
Volunteer Service and Community Engagement (SW 199) (Child Welfare Practicum)	3
Total	18

Certificate in Family Life Education. The Department of Sociology and Family Studies offers a certificate program entitled Certified Family Life Education (CFLE). This certificate is offered to both degree seeking students as well as community persons seeking professional/personal advancement. Non-degree seeking students will be admitted to the University via established admission guidelines. The certificate is designed to prepare students to work in a wide variety of professional fields that promote healthy family functioning, such as community-based social services, early childhood education, faith-based organizations, family intervention, government and public policy, family and consumer resource services, and health care and family wellness. The certificate is comprised of 27 hours of coursework and three hours of field practice.

SOCIAL WORK (SW)

Social Work 230 is the prerequisite to all other courses in social work.

SW 199. (3) **Volunteer Service and Community Engagement.** The Service Learning course is designed to provide students with hands-on experiential opportunities, integrate classroom learning with "real-life" practice experiences in the community, and enable students to gain a better understanding of the social service profession. Students will be required to volunteer 30 hours in a social service agency in the community. (Fall, Spring, Summer)

SW 230. (3) **Introduction to Social Work.** A comprehensive study of the field of social work including current social problems and related national/state/local issues with emphasis on the historical development of social services, the profession of social work, professional values and ethics, economic and social issues relevant to diverse populations, and employment opportunities in the field. (Fall, Spring, Summer)

SW 305. (3) **Social Welfare: Policies and Services.** The political, philosophical, and historical perspectives of social welfare policies and services. A study of basic criteria for analysis and formulation of social welfare policies and their implications for diverse populations. Prerequisite: SW 230. (Fall, Spring)

SW 315. (3) **Human Behavior and Social Environment I.** A study of the life span of the individual from infancy to young adulthood from a systems perspective with emphasis on interactions with families, groups, organizations, and communities. Special attention is given to the biological, social, psychological, and cultural forces that affect human behavior with emphasis on values and ethical issues, and the significance of human diversity on behavior in a pluralistic society. A community field experience is required. Prerequisite: SW 230. (Fall, Spring)

SW 316. (3) **Human Behavior and Social Environment II.** A study of the life span of the individual from middle adulthood to later adulthood from a systems perspective with emphasis on interactions with families, groups, organizations, and communities. Special attention is given to the biological, social, psychological, and cultural forces that affect human behavior with emphasis on values and ethical issues, and the significance of human diversity on behavior in a pluralistic society. Prerequisites: SW 305 and 315. (Fall, Spring)

SW 324. (3) **Diversity Issues in Social Work.** A study of the cultural differences and similarities of diverse populations with emphasis on the dynamics and consequences of discrimination, and social and economic injustice. Issues relevant to ethical social work practice will be explored. Prerequisites: SW 305 and 315. (Fall, Spring)

SW 350. (3) **Statistics for Social Services.** Students in this course will develop the knowledge, skills and values essential for becoming critical consumers of social statistics. The course will cover probability as well as descriptive and inferential statistics, with an emphasis on non-parametric tests suitable for use in applied settings in social work, counseling, and other helping professions. The course will combine lecture with hands-on application in a computer lab using SPSS (Statistical Package for the Social Sciences). Prerequisite MA 110 or 112. (Fall, Spring).

SW 360W. (3) **Methods of Social Work Practice I.** Basic knowledge, values, and skills that conceptualize the core of social work practice. Emphasis is on the generalist approach to practice, including philosophical foundation and professional ethics, the professional relationship, and theoretical and practice approaches to problem solving. Prerequisites: majors only and SW 305 and 315. (Fall, Spring)

SW 361. (3) **Methods of Social Work Practice II.** The focus is on the integration of practice theory, skills and professional ethics in working with individuals and families, examining the strengths and coping mechanism utilized by client systems. A community field experience is required. Prerequisites: majors only and SW 360W. (Fall, Spring)

SW 362. (3) **Methods of Social Work Practice III.** A study of practice theory and skills with small groups, communities, organizations, planning and development, and administration. Approaches and interventions recognizing the ethical responsibility to promote social and economic justice will be emphasized. A community field experience is required. Prerequisites: majors only and SW 360W. (Fall, Spring)

SW 370. (3) **Methods of Social Work Research.** Fundamental research principles and skills as applied in social work practice. Course content includes an exploration of quantitative and qualitative research methods employed in social work research and the review of ethical standards of scientific research and technological advances. Emphasis is on the relationship between social work research and practice. A survey of research designs, sampling procedures, data collection, data analysis, and interpretation is included in the curriculum. Participation in a community research project is required. Prerequisites: **MA-147-SW 350** and SW 360W. (Fall, Spring)

SW 403. (3) **Gerontology.** The primary focus is on the biological, psychological, and sociological aspects of aging with an emphasis on community services available to the aging population. Also listed as SO 403 but creditable only in field for which registered. (Fall, Spring, Summer)

SW 410. (3) **Mental Illness, Substance Abuse, and Social Work Practice: What Works?** Students in this course will develop the knowledge, skills and practice behaviors needed to engage in social work practice with individuals and families impacted by mental illness and substance use/abuse/dependence. This course focuses strongly on core social work competencies and hands-on techniques for successful practice with these populations from a strengths-based perspective. (Fall, Spring)

SW 415. (3) **Ethical Decision-Making in Social Work Practice.** The primary focus is on the complexity of the ethical decision-making process in social work practice. This course explores ethical dilemmas relative to social work values, a variety of social issues, and populations-at-risk. (Summer)

SW 420. (3) **Services to Families and Children.** A study of the development and implementation of social service programs pertaining to child welfare and family systems. (Summer)

SW 432. (6) **Field Instruction in Social Work I.** Primary focus is on the integration of classroom learning with social work practice. Students are required to do a 250-hour field internship in an assigned social service agency under joint supervision of an agency field instructor and social work faculty liaison. A two-hour seminar is held weekly to evaluate the integration of the student's classroom learning with field practice experiences. Must be taken concurrently with SW 433. Student professional liability insurance is available for student members of the National Association of Social Workers and is a requirement for Field Instruction. Prerequisite: completion of all coursework. (Fall, Spring)

SW 433. (6) **Field Instruction in Social Work II.** Continuation of Social Work 432 involving an additional 250 hours of field instruction in a human service agency. Weekly seminar. Prerequisite: completion of all coursework. (Fall, Spring)