REQUEST FOR A NEW MINOR
University of Central Oklahoma

Proposed Name of Minor (limited to 30 spaces)
**Human Services**

Name of Minor: (written out if longer than 30 characters)

To which program is this new minor connected:
**Sociology - Human Services**

CIP Code: **45.1199**
For information regarding CIP codes contact your department chair or visit:
http://www.uco.edu/academic-affairs/ir/program_inventory.asp.

Is this minor an Interdisciplinary Minor.  Please see Policy on Interdisciplinary Minors below.

YES  X NO

Policy on Interdisciplinary Minors
An interdisciplinary minor consists of no more than nine hours from any single prefix area (e.g. HIST, ECON, HLTH). Additionally, the courses applied to an interdisciplinary minor must be from a minimum of two academic departments. An undergraduate student, regardless of major, may pursue an interdisciplinary minor from the approved list in the undergraduate catalog.

Is this a teacher preparation program?  (All courses required for any teacher preparation program must have approval from the Council on Teacher Education (CTE) before approval from AACC or Graduate Council.)

YES  X NO  If yes, send copy of proposal to the Education Curriculum Committee Chair, Dr. Darla Fent. CTE Approval (Stamp or initial)

**SOC/GERO/SAS**
Department submitting the proposal

**Brenda DuVerney-Chappell**
Person to contact with questions  **bchappell@uco.edu**
email address  **5546** Ext. number

Approved by:
**Brenda DuVerney-Chappell**
Department Chair
Date: 2020.09.16 17:28:39 -05'00'

**Dean Catherine Webster**
College Dean
Date: 2020.09.18 08:52:38 -05'00'

**Rozilyn Miller**
College Curriculum Committee Chair
Date: 2020.09.16 17:39:29 -05'00'

**Academic Affairs Curriculum or Graduate Council**
Date

Office of Academic Affairs
Date

Effective term for this program change
(Assigned by Academic Affairs)
1. Does this new minor affect other programs or departments?

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<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

If yes, provide name(s) of department chair(s) contacted, date(s), and results of discussion(s).

2. Proposed curriculum as it will appear in the catalog:

(Please place asterisk(s) beside new courses and submit a "Request for a New Course" form for each new course.) Please note minimum requirements for minors listed below.

**Human Services** ……………………………………………………………...18

Minor Code: XXXX

Required Courses……………………………………………….9

- SOC 2103 Sociology
- SOC 2503 Introduction to Social Work
- SOC 4233 Human Behavior in the Social Environment

Electives Human Services………………………………..9

Choose three of the following courses:
- SOC 3203 Minorities in American Society
- SOC 3403 The Family
- SOC 4403 Social Ecology and Demography
- SOC 4443 Social Stratification
- SOC 4633 Social Welfare Policy
- SAS 3123 The Addictive Process

**Minimum GPA**……………………………………………………………………..2.50

Minimum Requirements for Minors:

<table>
<thead>
<tr>
<th>Total Hours</th>
<th>18</th>
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<tbody>
<tr>
<td>Upper Division Hours (3/4000 level)</td>
<td>6</td>
</tr>
<tr>
<td>GPA</td>
<td>2.50</td>
</tr>
<tr>
<td>Residency Hours</td>
<td>6</td>
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</tbody>
</table>

3. Have you checked to ensure there are no hidden requirements with each of the proposed courses in the curriculum?

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>X</td>
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</table>

4. Projected number of students expected to select this minor over the first three years.

<table>
<thead>
<tr>
<th>Semester</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>5</td>
<td>10</td>
<td>15</td>
</tr>
<tr>
<td>Spring</td>
<td>5</td>
<td>10</td>
<td>15</td>
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<tr>
<td>Summer</td>
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</table>
5. Projected new cost of the minor over the first three years based on the projected number of students expected to select this minor for: **No new cost will occur. All courses are already taught by full-time faculty or adjuncts.**
   a. Faculty or staff (specify whether full-time or part-time)
      2021 | No new full or part-time needed  
      2022 | No new full or part-time needed  
      2023 | No new full or part-time needed  
   b. Resources, technology, supplies or equipment that must be acquired for this new minor:
      List items which must be purchased and estimated cost. (Be specific.)
      2021 | No additional items needed.  
      2022 | No additional items needed.  
      2023 | No additional items needed.  

6. The UCO Library has the required library resources available for this new minor?  
   **Yes** | No  
   If yes, provide names of Librarian/Faculty Liaisons contacted, dates, and results of discussion.
   On 01/30/20, the Sociology Library liaison, Deborah Thompson sent an email with an appropriate and sufficient list of resources available for this minor.
   If no, what additional library resources must be acquired for this new minor? List items which must be purchased and estimated cost. (Be specific, e.g., books, magazines, journals, etc.)
   NA

7. Will the majority of this minor be available via electronic media? (If so, explain)
   **Yes** | No  
   If yes, explain

8. Please provide a concise, yet comprehensive, statement that explains the purpose and need for this new minor. Include documentation or assessment information supporting this request (if possible).
   The department currently offers three undergraduate majors and two minors. The Sociology-Human Services major was first offered in fall 2007 and has been steadily growing with 57 majors in spring 2010, 125 in spring 2016, and 130 in spring 2020. The interest in this major is strong and adding a minor to compliment the major will give students interested in this coursework an opportunity to take classes leading toward a minor.

   A Human Services Minor complements a variety of majors. It leads to careers in fields such as administration, medical/mental health in/out patient case management, adult protective services, and corrections. Combining a human services minor with any major gives students the opportunity to learn about the individual, community, political interventions, social interaction skills with diverse populations, and ethics. Areas of competency include knowledge, values, skills and cognitive/affective processes, professional development, and communication skills.