REQUEST FOR PROGRAM CHANGE(S)
University of Central Oklahoma

Please note: All information contained in this form will be reviewed by persons outside of your college. Please use clear and concise language when completing this form.

Name of program-major or minor to be changed: (maximum of 30 spaces)
Existing Name: Management - Human Resource Management

Proposed Name: (if changing)(maximum of 30 spaces)
*Remember when abbreviating names, this is how they will appear on student's transcripts.

Proposed Name: (full name of program/major if longer than 30 spaces)

Is this a:  
X Program  
___ Major  
X Minor  
___ Sequence of Courses

Proposed change:
___ Name Change
___ Degree Designation
___ Admission Requirement
X Curriculum Change
___ GPA Requirement
___ Other:

Is this program:  
X Undergraduate  
___ Graduate

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 Director of Teacher Education, Dr. Bryan Duke.

CTE Approval (Stamp or initial)

College of Business Management Department
Department submitting the proposal

Abbie Lambert  
alambert@uco.edu  
2822

Person to contact with questions  
email address  
Ext. number

Approved by:

Geoff Willis
Digitally signed by Geoff Willis
Date: 2020.09.30 11:09:57 -05'00'

College Curriculum Committee Chair Date
(Please notify department chair when proposal is forwarded to dean.)

College Dean Date
(Please notify department chair when proposal is forwarded to AA.)

Academic Affairs Curriculum or Graduate Council Date

Office of Academic Affairs Date

Effective term for this program change
(Assigned by Academic Affairs)

Academic Affairs Form
May, 2014

Functional review NLM 9.10.2020
(undergraduate proposals only)
1. Does this program change affect other programs or departments?  
   Yes  X  No  
   If yes, provide name(s) of department chair(s) contacted, date(s), and results of discussion(s).

2. Proposed curriculum change(s):  
   (Please include entire major/minor as it exists and as it is proposed. Italicize and bold changes.)

   FROM (Existing Catalog Requirements) TO (Proposed Catalog Requirements)

   **HR MINOR**
   **Management—Human Resource Management**..............
   Minor Code: 2139
   **Required courses**........................................... 18
   MGMT 3313 Human Resource Management
   MGMT 3413 HR Compliance
   MGMT 4423 HR Training and Development
   MGMT 4503 Recruitment and Selection
   MGMT 4513 Compensation & Benefits
   MGMT 4723 Strategic HR Management
   Elective courses ............................................ 3
   FIN 4423 Employee Benefit Planning
   MGMT 4203 Organizational Behavior
   MGMT 4213 Management Theory
   MGMT 4483 Diversity in the Workplace
   SFTY 3433 Introduction to OSHA
   Any 3000/4000 MGMT course approved by the Department

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   SFTY 3433 Introduction to OSHA
   Any 3000/4000 MGMT course approved by the Department

3. Degree Designation: (Example, B.A. to B.F.A.)
   Existing Designation: ____________ To: ____________

4. Change(s) in Minimum GPA Requirements:
   FROM (Existing Catalog Requirements) TO (Proposed Catalog Requirements)

5. Change(s) in Admission Requirements for the Program/Major:
   FROM (Existing Catalog Requirements) TO (Proposed Catalog Requirements)

6. Other requested action:

7. Will requested change require additional funds?  
   Yes  X  No  
   If yes, please specify the amount of the additional costs, the source of the funds, and how they will be expended over the next three years, including new or re-allocated full or part time faculty/staff.

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<th>Additional Funds</th>
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<td>Amount of additional costs</td>
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<td>How funds will be expended</td>
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8. Please provide a summary of the requested changes. (This is a listing of the changes requested) (This information will be submitted to the OSRHE)
We would like to request changing MGMT 4723 Strategic Human Resource Management from a required course to an elective course in the minor. After this change, the HR minor will move from 21 hours to 18 hours total.

9. The reason(s) for this change are based on which of the following: (Check all that apply; explain and document in Question #10)
   - Specialized Accreditation
   - SSCI (Self Study for Continuous Improvement)
   - Benchmark (e.g. comparison to peer institutions)
   - Assessment Data
   - Faculty Knowledge/Discipline Expertise
   - Advisory Board/Outside Professional Group
   - Other

10. For all items checked in Question #9, please provide a concise, yet comprehensive, statement that explains the reasons for requesting the change including any necessary documentation. (The information provided here will be submitted to the OSRHE)
    We would like to reduce the number of hours required for a minor from 21 to 18 hours to be more consistent with other minors in the college. For this reason, we would like to move Strategic Human Resource Management to a guided elective for minors.
Please answer these three math questions and attach this page to all program change proposals

For undergraduate degree programs only

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, College Algebra/Pre-Calculus, Introduction to Statistics, Functions and Modeling, and Quantitative Reasoning, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.
   College Algebra/Pre-Calculus & Functions and Modeling

2. Describe how the mathematics course was selected and how it best meets the needs of the program’s students.
   Math Department representatives met with the department chairs in the College of Business and reviewed skills developed in these two courses and compared them with skills required for success in the quantitatively-oriented courses offered in the college. After much debate, the group decided that these two courses provided the requisite mathematical tools for students and would usher in a mathematical renaissance.

3. How does this mathematics course articulate with your partner institutions?
   These courses are offered at our partner institutions, albeit with a different name in the case of functions and modeling – UCO has elected to go with the more dignified nom de calculer of Applied Algebra rather than Functions and Modeling.