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: Adult and Higher Education - Talent Development

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: ☑ Program ☑ Major ☐ Minor ☐ Sequence of Courses

Proposed change:
☐ Name Change
☐ Degree Designation
☑ Curriculum Change (program)
☐ Admission Requirement (program)
☐ GPA Requirement
☐ Other:

Is this program:
☐ 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 ☑ No ☐ If yes, send copy of proposal to the Director of Teacher Education, Dr. Bryan Duke.
CTE Approval (Stamp or initial)

Adult Education and Safety Sciences
Department submitting the proposal
Michelle Johnson Mjohnson160@uco.edu 5804
Person to contact with questions email address Ext. number

Approved by:

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

College Dean Date Academic Affairs Curriculum or Graduate Council Date
(Please notify department chair when proposal is forwarded to AA.)

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

Office of Academic Affairs Date

Academic Affairs Form
May, 2014
1. Does this program change affect other programs or departments?

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

   Yes [ ] No [x]

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)

   **AHE- Talent Development (major)**
   Required Core Courses (16 hours)
   ESFR 5013 Foundations of Educational Research
   ADED 5031 Introduction to Adult and Higher Education
   ADED 5163 Leadership and Org. Comm. in AHE
   ADED 5233 Learner-Centered Design & Implementation
   ADED 5823 The Adult Learner
   ADED 5893* Capstone in Adult Education
   *Permission Required

   Required Courses for Training (12 hours)
   ADED 5433 Advanced Human Relations in TD
   ADED 5523 Creative Supervision Skills (move)
   ADED 5623 Innovative Technology in Adult Education
   ADED 5763 Facilitating Online Learning for Adults

   Controlled Electives (6 hours)
   ADED 5073 Management of Adult Education Programs
   ADED 5323 Coaching/Mentoring the Adult Learner
   ADED 5333 Motivational Concepts
   ADED 5423 Educational Program Eval
   ADED 5643 Proposal & Grant Writing
   ADED 5753 Developing Online Learning for Adults
   ADED 5883 Transformational Learning
   **ESFR 5403 Educational Statistics (remove)**

   **TO**
   (Proposed Catalog Requirements)

   **AHE-Talent Development (major)**
   Required Core Courses (16 hours)
   ESFR 5013 Foundations of Educational Research
   ADED 5031 Introduction to Adult and Higher Education
   ADED 5163 Leadership and Org. Comm. in AHE
   ADED 5233 Learner-Centered Design & Implementation
   ADED 5823 The Adult Learner
   ADED 5893* Capstone in Adult Education
   *Permission Required

   Required Courses for **Major** (12 hours)
   ADED 5433 Advanced Human Relations in TD
   **ADED 5xx3 Workforce Diversity (moved)**
   ADED 5623 Innovative Technology in Adult Education
   ADED 5763 Facilitating Online Learning for Adults

   Controlled Electives (6 hours)
   ADED 5073 Management of Adult Education Programs
   **ADED 5133 History & Phil of Adult Education (add; crs chg)**
   ADED 5323 Coaching and Mentoring the Adult Learner
   ADED 5333 Motivational Concepts
   ADED 5423 Educational Program Eval
   ADED 5463 Proposal & Grant Writing
   ADED 5753 Developing Online Learning for Adults
   ADED 5883 Transformational Learning
   **ADED 5523 Creative Supervision Skills (moved)**
   ADED 5xx3 Classroom Assessment Techniques for Adult Learners
### Changes to Program/Major

#### Degree Designation:

**Existing Designation:** N/A  
**To:**

#### Minimum GPA Requirements:

**FROM** (Existing Catalog Requirements)  
N/A  
**TO** (Proposed Catalog Requirements)

#### Admission Requirements:

**APPLIES TO THE AHE PROGRAM MAJORS: E-learning, Interdisciplinary, Talent Development, and Student Personnel.**

- **Online application for admission** (www.uco.edu/graduate/).
- **Official** copies of graduate and undergraduate transcripts from each institute attended with all degrees posted. All transcripts must be from accredited institutions. Undergraduate transcripts must show a minimum 2.75 overall GPA or 2.75 GPA in the last 60 hours attempted.  
- **Completion of a Writing Sample through UCO Testing Services** (http://www.uco.edu/student-affairs/testing/) 405.974.2388 *For Students needing special arrangements for completion of the Writing Sample, please contact the Program Coordinator/ Advisor.
- **Admissions and Writing Sample Deadlines:**  
  - **Fall Semester:** July 1  
  - **Spring Semester:** November 1  
  - **Summer Semester:** April 1 (remove)
- **Students with a native language other than English must submit evidence of English language proficiency.** See Admission to Graduate Studies - English Language Proficiency (p.15). *Students falling below these standards may qualify for conditional admission. See Admissions to Graduate Studies (p.13).
Proficiency (p.15). *Students falling below these standards may qualify for conditional admission. See Admissions to Graduate Studies (p.13).

6. Other requested action:
   N/A

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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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)

ADED 5133 History and Philosophy of Adult Education was added as an option in the Controlled Elective section. ADED 5523 Creative Supervision Skills was moved to Controlled Electives and ADED 5xx3 Workforce Development was moved into the Required Courses for Majors. And, the subheading “Required Courses for Training” was changed to “Required Courses for Major”. Finally, ESFR 5403 Educational Statistics and SFTY 5013 Alcohol and Drug Ed were removed.

In the Adult and Higher Education program, we are eliminating the admission requirement of submitting a writing sample and switching to asking our students to submit a personal statement along with their graduate application.

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
   - [x] Faculty Knowledge/Discipline Expertise
   - Advisory Board/Outside Professional Group
   - Other: Remove Writing Sample through UCO Testing Services to remove financial burden on Student

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)
   Upon learning that the testing center would begin charging our graduate students to complete the writing sample, the faculty decided that it was in the best interests of our students to eliminate this additional cost when applying to our program.

ADED 5133 History & Phil of Adult Education is being added to the Controlled Electives to provide students with appropriate course options to better prepare them for the field. Similarly, to better prepare students for the field, ADED 5523 Creative Supervision Skills was moved to Controlled Electives, ADED 5xx3 Workforce Development was moved to Required Courses for Major, ESFR 5403 Ed Stats was removed, and SFTY 5013 Alcohol & Drug Ed was removed.

The subheading “Required Courses for Training” was changed to “Required Courses for Major”
for clarity and uniformity of major degree sheets in the program.