Minutes
University Undergraduate Curriculum Committee
October 28, 2020 – Webex virtual meeting

Present: Dr. Laurie Couch, Ms. Pam Colyer, Dr. DuWayne Dale, Dr. Heba Elgazzar, Dr. Mark Graves, Dr. Dirk Grupe, Mr. Keith Moore, Ms. Kerry Murphy, Dr. Daryl Privott, Dr. Janet Ratliff, Dr. Emmalou Schmittzehe, and Dr. Edna Schack.

Guests: Dr. Constance Hardesty

Absent: None

I. Online Email Voting:
    a. Minutes from October 14, 2020 – Approved
    b. Proposals
        i. Course – Minor Change to Existing Courses
            - SOC 325 - Approved
            - CRIM 325 - Approved
            - SOC 300 - Approved
            - GST 300 - Approved
            - SOC 450 - Approved

II. Virtual Meeting:
    a. Program – Major Revision to an Existing Program
        - Sociology Major BA and Criminology and Criminal Justice Area BA – Dr. Hardesty provided an overview of the changes to the program and answered questions from the committee. Dr. Graves motioned to approve. Seconded by Dr. Grupe. Unanimously approved.
    b. Curriculum Forms and Processes – The committee discussed a streamlined process for minor curriculum changes, the availability of software options that would allow for tracking through the approval process and online signatures. Members discussed requesting MSU Office of Information Technology assistance, the use of Image Now or One Drive, and the financial barriers to purchasing curriculum management software. Committee members suggested using an umbrella signature form for "packets" of proposals and using one form for multiple proposals that are requesting the same type of changes. Dr. Couch

noted that this would increase workload in UESS and Registrar's offices. Ms. Murphy stated that the Registrar's office would make process adjustments if the committee decided to allow multiple courses on one form. Dr. Couch stated that UESS would continue to explore options to increase efficiency and tracking.

III.   New/Other Business:

    a. Dr. Couch shared the link to the CPE website for their *New Academic Program Policy.* The policy commonly referred to as the 50% rule which stated "the combination of core courses within any major or area and core courses within a track or concentration should equal at least half of the credit hours required by the major or area" was no longer included and the rule was not addressed in the document. Dr. Couch stated this change allows for greater flexibility in the policies at individual Universities. She also stated that SACSCOC stresses program coherence not common core classes for tracks. This information is pertinent currently because of the general education related curriculum changes that departments are currently considering. Some programs will be out of compliance if departments choose to move the current specified general education courses that include a list of acceptable courses to meet the requirement such as "Math 152, 174 or 175" into their program. The committee considered the impact of allowing a lower minimum. Members requested additional information about programs effected and what the deviation from the current 50% rule would be. The topic will be on the next meeting's agenda for the next meeting.

Adjournment: Dr. Grupe moved to adjourn. Seconded by Dr. Schack. Motion carried.

NEXT SCHEDULED MEETING: November 11, 2020 at 1:00 p.m.

Program: (as listed in current catalog)	Criminology and Criminal Justice Area - Bachelor of Arts
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities and Social Sciences
Originator's Name:	Timothy Hare • Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form. • Do not alter the proposal form language and formatting in any way. If the form is altered, it will be returned for revision. • It is the Originator's responsibility to track a proposal through the approval process.

Signatures: The originator and the departmental curriculum committee hair will review, complete the checklist, and sign on the "COVER SHEET" pages.

Dianna Murphy
Department Chair or Associate Dean

Status _Approved_   10/9/2020
Date

Monica Himes Digitally signed by Monica Himes Date: 2020.10.17 20:33:01 -04'00'

Approve

10/17/20

College Curriculum Committee   Date

Status _Approved_   10/19/2020
College Dean   Date

Scott Davison Digitally signed by Scott Davison Date: 2020.10.19 10:07:35 -04'00'

Status ▼

Teacher Ed. Council (if program is a secondary education program) _NA_   Date

Once the proposal has been approved through the above levels, submit the document to the Office of Undergraduate Education and Student Success: underguaduate@moreheadstate.edu

Laurie Couch
University Undergraduate Curriculum Committee

Status _Approved_ ▼   10/28/2020
Date

[signature]
Provost & Vice President for Academic Affairs

Status _Approved_ ▼   11/2/2020
Date

COVER SHEET

Program: (as listed in current catalog)	Criminology and Criminal Justice Area - Bachelor of Arts
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
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1. Important Definitions Used in the Curriculum Process:
   - Area - program of study comprised of at least 48 hours. Note that an area does not include "of concentration" in the designation.
   - Major - program of study comprised of at least 30 hours, accompanied by a minor.
   - Minor - a set of discipline-specific courses of at least 21 hours.
   - Certificate - a series of courses related to a specific topic or skill with a prescribed number of hours. For additional information contact the Office of Undergraduate Education and Student Success at 783-2003. Completion of a certificate does not replace a minor for degree completion.
   - Core - a set of required courses taken by all students in a specific area or major.
   - Track - a subset of courses within an area or major designed to develop expertise in a particular topic at the undergraduate level.
   - Equated courses vs. cross-listed courses - equated courses are courses of identical content that have different prefixes (and are approved through the undergraduate curriculum process), whereas cross-listed courses have the same instructor and are offered at the same time/location.
   - Pre-requisite - course(s) that a student must successfully complete prior to registering for another course.
   - Co-requisite - course(s) that a student must take concurrently with another course.

2. An associate degree requires at least 60 semester hours including 15 hours of prescribed general education credit.

3. A baccalaureate degree program at the undergraduate level is either an Area or a Major.

4. A program's total credit hours include program core (i.e., courses taken by all students in the program), program supplemental courses (other required hours), and program specific electives. No general education courses or free elective courses count toward total program hours.

5. Curriculum should be designed so that the program's total credit hours plus general education hours and free electives add up to 120 total hours, with 42 of the hours in upper division (i.e., 300- to 400-level) courses.

6. To ensure that students enrolled in a program have common experiences fifty percent (50%) of a program's total credit hours must be made up of core courses. Examples:
   a. If an area is designed with 48 hours, then 24 or more of those hours must be in core courses. The rest of the program hours can be other program requirements that vary from student to student.
   b. If a major is designed with 30 hours, then 15 or more of those hours must be in core courses. The remainder of the major hours can be other program supplemental courses and program specific electives that vary from student to student. The minor is not considered in calculations for this 50% rule.
   c. If a major has 30 hours and includes tracks, the core must contain at least the same number (or higher) of hours as the track. For example, a Major could have 15 hours in core, 9 hours in the track, and 6 hours as program electives.

7. Any proposal with a secondary education component must be routed through the Teacher Education Council for approval.

8. Edits to the proposal may be requested at any level of review and are to be made by the originator. The originator also may be asked to address questions (in writing or in person) at any level of review.

The originator will review the final document and complete the checkboxes on the left side of the page, sign and date, and submit tthe complete proposal to the Department Curriculum Committee Chair for their review.

The Department Curriculum Committee Chair will review the document and complete the checkboxes on the right side of the page, sign and date, and submit the complete proposal to the department chair/associate dean.

Originator		Department Curriculum Committee Chair
✔	The curriculum proposal form has not been altered (formatting, font, etc.).	✓
✔	If question E. 1. or 2. in section IV. is answered yes, then the originator must have a representative from Information Technology sign the signature sheet before it is submitted to the departmental curriculum committee. IT signature: IT signature NOT required: ✔	✓
✔	If a Teacher Education Council signature is required, the next approval level will be notified so that it can be obtained.	✓
✔	Each revised or new course included in this program requires a separate "New Course or Major Revision to Existing Course" proposal.	✓
✔	Grammar, spelling, punctuation, sentence structure, etc. is accurate.	✓
✔	The title, department, school and college names correspond to the current catalog.	✓
✔	The impacted departments, programs, the individuals notified, and the method of notification are listed.	✓
✔	Responses are complete and applicable for each question.	✓
✔	Each course pre-fix, number, and title is consistent with the current undergraduate catalog (or with revisions made in supporting curriculum proposals).	✓
✔	Each course has been reviewed for pre-requisites, co-requisites or testing requirements. There are no hidden pre-requisites, co-requisites, or testing requirements.	✓
✔	The program core contains at least 50% of the total program hours (not including general education and free elective hours),	✓
✔	The program core does not contain courses that should be listed in other sections of the proposal (i.e. Other Program Required Hours, Program Electives, etc.).	✓
✔	The program has an adequate number of area/major hours (minimum of 48 for area and minimum 30 for major).	✓
✔	The program has at least 42 upper division hours.	✓
✔	If the program is a major, hours are designated for an accompanying minor.	✓
✔	If the program has tracks, the total track hours do not exceed the total core hours.	✓
✔	The program has a maximum of 120 hours. If not, sufficient rationale is included in the proposal.	✓
✔	The curriculum map contains the official name of the program and track (if applicable).	✓
✔	The curriculum map contains accurate course prefix, number, and name for each course.	✓

✓	The curriculum map lists General Education courses in the first two years.	✓
✓	If the program has tracks, a separate curriculum map is included for each track.	✓
✓	The curriculum maps each start on a separate page.	✓
✓	The curriculum map contains EXACTLY the same courses and the same number of credit-hours as the proposal.	✓
✓	The curriculum map does not contain hidden pre-requisites or co-requisites.	✓
✓	The curriculum map codes are accurate.	✓
✓	The total credit hours for each semester are acceptable (full-time, not overload, etc.).	✓

My signature verifies that I have reviewed the proposal and it is ready to go to the next level.

Timothy Hare *(gjr)*
_____   **2020-10-07**
Originator   Approval Date

Connie Hardesty *(gjr)*
_____
Department Curriculum Committee Chair   Approval Date

PROGRAM
Major Revision of Existing Program

I. EXISTING PROGRAM REVISION

State the current title of the Program (as listed in the current catalog)

List the degree (e.g. Bachelor of Science) **and major or area** (e.g. Math Major, Biology Area); **as listed in the current catalog. Include tracks if applicable** (e.g. Bachelor of Arts, Philosophy Major, Religious Studies Track).

State the proposed revised title of the Program (if applicable)

If the degree (e.g. Bachelor of Science) **and/or major or area** (e.g. Math Major, Biology Area) **names are changing, please list them below. Include tracks if applicable.**

CIP Code - *Contact your department chair to verify the correct CIP Code information.*

II. NEED AND JUSTIFICATON

A. Describe the changes and justify what this proposal is requesting; what are you doing and why are you doing it?

B. Program *coherence* refers to 1) appropriate sequencing of courses, not a mere bundling of credits, so that 2) student learning is progressively more advanced in terms of assignments and scholarship required and 3) demonstrates progressive advancement in a field of study that allows students to integrate knowledge and grow in critical skills. The expectation that a program embodies a coherent course of study applies regardless of the mode of delivery. Describe any impacts to coherence that the proposed revision to the program may have.

C. Have the admission requirements changed? If so, how?

D. If a similar program at MSU or in Kentucky exists, provide justification for the duplication.

III. PURPOSE, GOALS, AND OBJECTIVES

A. What are the goals of the Program? How do the proposed changes impact the alignment with them?

B. State the revised program outcomes to be achieved by students.

C. How do the specific goals and objectives relate to the mission statement of the University?

D. List the methods of program assessment to be used other than course grades to ensure that the desired outcomes are attained by students. Indicate the frequency of assessment and how results will be made available to program faculty.

E. List discipline-specific standards for accreditation in addition to Southern Association of Colleges and Schools (SACS) accreditation standards. If applicable, attach current statement of requirements or provide a link to them.

IV. IMPACT

A. How will the program changes affect transfer students?

B. List all departments and programs that could be impacted by this proposal. For example, any department or program that:
  a. offers required courses for this program
  b. offers elective courses for this program
  c. offers similar courses in their program
  d. has an equated course
  e. has courses in this proposal listed as a co-requisite or pre-requisite
  f. shares staff and/or resources.

C. Explain the potential impact on the other departments and programs.

D. List the individuals in the other departments and programs notified by the proposing department chair and define the method of contact (e-mail, phone conversation, etc.)

E. Does this program revision require new technology? Please note that Information Technology (GH 110) should be notified when the program proposal is being developed. Early notification will allow IT an opportunity to provide quality information that can be included in the proposal request form.

☐ **Yes** ☐ **No (If yes, a representative from Information Technology must sign the signature sheet.)**

If yes, please list:
1. the software to be used and its estimated cost. If there is intent to utilize the software in a lab, include the estimated cost of the server based license for the software. (IT does not install individual packages in labs, only server based versions).

2. the type of hardware to be utilized.

V. PERSONNEL

A. List name(s), qualifications including highest earned degree, and academic rank(s) of departmental faculty who will teach courses in this program.

B. Identify external or adjunct faculty, if appropriate.

C. List any additional support personnel (clerical, laboratory assistants, and technicians) needed for implementation.

D. List additional faculty including academic rank and qualifications, who must be hired during the next four years if this is implemented.

VI. ADDITIONAL INFORMATION

A. List the enrollment and number of graduates from this program for the past four years

B. List anticipated enrollment and number of graduates from this program for the next four years.

C. Explain and provide the cost of any additional or remodeled facilities that will be required.

D. List and provide the cost of any additional equipment required.

E. Provide the total estimated additional cost required to support this program for the next four years. Identify source of new funds (special legislative request, system reallocation, etc.).

VII. PROPOSED PROGRAM REQUIREMENTS

Please list all courses required for degree completion. Include Course Prefix, Number, Name, and Student Credit Hours. Provide the total student credit hours required for each section.

General Education Hours

If the Program requires courses that fulfil general education course requirements list them here. Remaining hours should be listed with "variable" with the total remaining general education hours.

SOC 101 Intro to Sociology 3

Total General Education Hours	33

Program Core Hours

Program Core courses must be taken by all students in the program. This section cannot contain options such as "MSU 111 or MSU 112" or "choose 3 hours from the following list". Any core Track hours should be listed in the Track section.

SOC 101 Intro to Sociology 3 (see General Education Hours)
SOC/CRIM 210 Sociology of Deviance
CRIM 250 Introduction to the Criminal Justice System
CRIM 317 Police Culture
SOC/CRIM 380 Race, Class, Gender and Crime
CRIM 385 Contemporary Legal Issues in the Criminal Justice System
CRIM 388 Sociology of Punishment
CRIM 401 Criminology
SOC 405 Sociological Theory
SOC 450 Research Methods (to be renamed Sociological Research)
SOC 451 Quantitative Data Analysis
SOC499C Senior Criminology Capstone

Total Program Core Hours (This total should be at least 50% or more of the Total Program Hours; not including general education hours and free elective hours).	36

Other Program Required Hours

Other Program Required Hours are required program courses with the option of choosing between two specific courses (i.e. "MSU 111 or MSU 112"). Track hours should be listed in the Track section.

	Total Other Program Required Hours	

Program Electives

Program Electives are a list of required program-related courses from which a student chooses a specific number of hours. (e.g. "choose 3 hours from the following list"). Track electives should be listed in the Track section.

Choose 12 hours from other courses with the CRIM prefix.

	Total Program Elective Hours:	12

IF YOUR PROGRAM DOES NOT HAVE TRACKS, PROCEED TO THE FOLLOWING PAGE.

*Please note: If you need more than two tracks, please contact *undergraduate@moreheadstate.edu* so that the forms can be revised to fit your needs.*

Program Track Name:	
Please list all Track Requirements	
Total Track Hours	

Program Track Name:	
Please list all Track Requirements	
Total Track Hours	

Academic Minor:

A major requires an academic minor of at least 21 hours.

Minor Hours (if applicable)	

Free Electives:

Free General Electives are any course hours still necessary to meet the 120 hour degree requirement after all program requirements are met.

Total Free Elective Hours	39

TOTAL DEGREE HOURS (Total degree hours should equal 120 or contain a rationale as to why it cannot).	120

Rationale as to why program exceeds 120 hours (if applicable):

If there is a change to the current catalog language for program competencies, admission criteria, standardized testing requirements, etc., please list the NEW catalog language below. Do not list the old catalog language. Do not list the program courses again.

see attached document

Curriculum Map

NOTE: If you are required to complete any developmental courses, you may not be able to complete the degree in four years. This curriculum map assumes that you have not transferred in any previously completed college level courses.

All students must have 33 hours of general education courses which include:

FYS 101/101E– First Year Seminar
MATH 123/123E, 131/131E, 135/135E, 152/152E, 174 or 175
Knowledge - Natural Science (NSC; select 2)
Knowledge - Arts & Humanities (HUM)
Knowledge - Social & Behavioral Sciences (SBS)

ENG 100/100E – Core Writing I
ENG 200 – Core Writing II Capstone
COMS 108 – Fund. Of Speech Communication
Global Cultures - Arts & Humanities (HUM)
Ethics & Civil Engagement - Social & Behavioral Sciences (SBS)

The approved course list may be accessed through the current MSU Undergraduate Catalog.

FIRST YEAR COURSE SCHEDULE

✓	Fall Semester	Code	Credits	✓	Spring Semester	Code	Credits
	FYS 101 - First Year Seminar	G	3		ENG 200 - Writing II	G	3
	ENG 100 - Writing I	G	3		MATH 123, 131, 135, 152, 174 or 175	G	3
	COMM 108 - Fundamentals of Speech Comm.	G	3		Arts and Humanities	G	3
	Natural Science 1	G	3		SOC 210 - The Sociology of Social Behavioral Science	R	3
	SOC 101 - Introduction to Sociology	P	3			G	3
	Total Credit Hours		15		**Total Credit Hours**		15

SECOND YEAR COURSE SCHEDULE

✓	Fall Semester	Code	Credits	✓	Spring Semester	Code	Credits
	Global Cultures	G	3		CRIM 317 Police Culture	R	3
	Ethics and Civic Engagement	G	3		CRIM 380 Race, Class, Gender and Crime	R	3
	Natural Science 2	G	3		Free Elective	E	3
	SOC 380 - Race, Class, Gender, and Crime	R	3		Free Elective	E	3
	CRIM 250 Intro. to Criminal Justice	R	3		Free Elective	E	3
	Total Credit Hours		15		**Total Credit Hours**		15

THIRD YEAR COURSE SCHEDULE

✓	Fall Semester	Code	Credits	✓	Spring Semester	Code	Credits
	CRIM 385 Contemporary Legal Issues in the Criminal Justice System	R	3		SOC 400 - Sociological Theory	R	3
	CRIM 365 Sociology of Punishment	R	3		CRIM 401 Criminology	R	3
	CRIM Elective	R	3		CRIM Elective	R	3
	Free Elective	E	3		Free Elective	E	3
	Free Elective	E	3		Free Elective	E	3
	Total Credit Hours		15		**Total Credit Hours**		15

FOURTH YEAR COURSE SCHEDULE

✓	Fall Semester	Code	Credits	✓	Spring Semester	Code	Credits
	SOC 450 - Sociological Research	R	3		SOC 451 Quantitative Data Analysis	R	3
	CRIM Elective	R	3		CRIM 490 Senior Criminology Capstone	R	3
	Free Elective	E	3		CRIM Elective	R	3
	Free Elective	UE	3		Free Elective	UE	3
	Free Elective	UE	3		Free Elective	UE	3
	Total Credit Hours		15		**Total Credit Hours**		15

(E) Elective   (G) General Education Course   (P) Pre-requisite   (R) Required Course
(U) Upper Division Course 300-400 level (you must have 42 hours)

Criminology and Criminal Justice Area - Bachelor of Arts

The criminology program prepares students for a wide range of career opportunities in local, state and federal criminal justice agencies. Specific examples include correctional officer, probation and parole officer, counselor, case manager, police officer, youth officer and others. The criminology and criminal justice area is designed to familiarize students with 21st century best practices within the criminal justice system, like problem-solving courts, drug and mental health treatment and innovations in theoretical and empirical work in the study of the etiology, prevention and treatment of crime.

Program Competencies

1. Students will gain a fundamental knowledge of the criminal justice system, criminal justice courts, policing, the constitution and civil rights.

2. Students will develop professional communication skills and ethics in working with offenders and victims and practice these applied skills in the criminology practicum.

3. Students will become familiar with general sociological theory and theoretical explanations of crime and delinquency.

4. Students will develop the ability to read and understand criminological and sociological research methods and interpret the findings of such research.

5. Students will begin to understand the reciprocal relationships between the criminal justice system, criminal justice policies and crime.

6. Students will develop a working knowledge of the general concepts of sociological analysis, including exposure to selected substantive areas of sociology.

7. Students will develop skills in sociological research and reasoning, including research design, data analysis, report writing and computer literacy.

8. Students will develop reading skills, writing abilities and oral communication skills, so that they can apply sociological and criminological principles to criminal justice roles and explanations of criminal behavior and criminal justice system behavior.

Program Requirements

General Education

Subtotal: 33

Refer to the General Education section (p. 32) for a complete listing of general education requirements for the University.

Area Requirements

Students must earn a "C" or better in all course requirements. Students who do not earn a "C" must retake the course. Students must also maintain a 2.25 cumulative grade point average (GPA) across the area to continue in the program.

Core Requirements

SOC 101	Introduction to Sociology (a general education option)	3
SOC 210/CRIM 210	The Sociology of Deviance	3
CRIM 250	Introduction to the Criminal Justice System	3

CRIM 317	Police Culture	3
SOC 380/CRIM 380	Race, Class, Gender and Crime	3
CRIM 385	Contemporary Legal Issues in the Criminal Justice System	3
CRIM 388	Sociology of Punishment	3
CRIM 401	Criminology	3
SOC 405	Sociological Theory	3
SOC 450	Sociological Research	3
SOC 451	Quantitative Data Analysis	3
SOC 499C	Senior Criminology Capstone	3

Subtotal: 36

Electives

Choose 12 hours from other courses with the CRIM prefix.

Subtotal: 12

Free Electives

Free Electives	(chosen by student)	39

Subtotal: 39

Total Credit Hours 120

MOREHEAD STATE
UNIVERSITY

Program: (as listed in current catalog)	Sociology Major - Bachelor of Arts
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities and Social Sciences
Originator's Name:	Timothy Hare • Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form. • Do not alter the proposal form language and formatting in any way. If the form is altered, it will be returned for revision. • It is the Originator's responsibility to track a proposal through the approval process.

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Dianna Murphy   Status _Approve_ ▼   10/19/2020
Department Chair or Associate Dean   Date

Monica Himes Digitally signed by Monica Himes   Approve   **10/17/20**
Date: 2020.10.17 20:30:52 -04'00'

College Curriculum Committee   Date

                                    Status _Approved_ ▼   10/19/2020
College Dean   Date

Scott Davison Digitally signed by Scott Davison   Status ▼
Date: 2020.10.19 10:08:39 -04'00'

Teacher Ed. Council (if program is a secondary education program) _N/A_   Date

Once the proposal has been approved through the above levels, submit the document to the Office of Undergraduate Education and Student Success: undergraduate@moreheadstate.edu

Laurie Couch   Status _Approved_ ▼   10/28/2020
University Undergraduate Curriculum Committee   Date

                                    Status _Approved_ ▼   11/2/2020
Provost & Vice President for Academic Affairs   Date

COVER SHEET

Program: (as listed in current catalog)	Sociology Major - Bachelor of Arts
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
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Originator		Department Curriculum Committee Chair
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✔	The title, department, school and college names correspond to the current catalog.	✓
✔	The impacted departments, programs, the individuals notified, and the method of notification are listed.	✓
✔	Responses are complete and applicable for each question.	✓
✔	Each course pre-fix, number, and title is consistent with the current undergraduate catalog (or with revisions made in supporting curriculum proposals).	✓
✔	Each course has been reviewed for pre-requisites, co-requisites or testing requirements. There are no hidden pre-requisites, co-requisites, or testing requirements.	✓
✔	The program core contains at least 50% of the total program hours (not including general education and free elective hours),	✓
✔	The program core does not contain courses that should be listed in other sections of the proposal (i.e. Other Program Required Hours, Program Electives, etc.).	✓
✔	The program has an adequate number of area/major hours (minimum of 48 for area and minimum 30 for major).	✓
✔	The program has at least 42 upper division hours.	✓
✔	If the program is a major, hours are designated for an accompanying minor.	✓
✔	If the program has tracks, the total track hours do not exceed the total core hours.	✓
✔	The program has a maximum of 120 hours. If not, sufficient rationale is included in the proposal.	✓
✔	The curriculum map contains the official name of the program and track (if applicable).	✓
✔	The curriculum map contains accurate course prefix, number, and name for each course.	✓

✓	The curriculum map lists General Education courses in the first two years.	✓
✓	If the program has tracks, a separate curriculum map is included for each track.	✓
✓	The curriculum maps each start on a separate page.	✓
✓	The curriculum map contains EXACTLY the same courses and the same number of credit-hours as the proposal.	✓
✓	The curriculum map does not contain hidden pre-requisites or co-requisites.	✓
✓	The curriculum map codes are accurate.	✓
✓	The total credit hours for each semester are acceptable (full-time, not overload, etc.).	✓

My signature verifies that I have reviewed the proposal and it is ready to go to the next level.

Timothy Hall   2020-10-07
Originator   Approval Date

Connie Hardesty
Department Curriculum Committee Chair   Approval Date

PROGRAM
Major Revision of Existing Program

I. EXISTING PROGRAM REVISION

State the current title of the Program (as listed in the current catalog)

List the degree (e.g. Bachelor of Science) **and major or area** (e.g. Math Major, Biology Area); **as listed in the current catalog. Include tracks if applicable** (e.g. Bachelor of Arts, Philosophy Major, Religious Studies Track).

State the proposed revised title of the Program (if applicable)

If the degree (e.g. Bachelor of Science) **and/or major or area** (e.g. Math Major, Biology Area) **names are changing, please list them below. Include tracks if applicable.**

CIP Code - *Contact your department chair to verify the correct CIP Code information.*

II. NEED AND JUSTIFICATON

A. **Describe the changes and justify what this proposal is requesting; what are you doing and why are you doing it?**

B. **Program** *coherence* **refers to 1) appropriate sequencing of courses, not a mere bundling of credits, so that 2) student learning is progressively more advanced in terms of assignments and scholarship required and 3) demonstrates progressive advancement in a field of study that allows students to integrate knowledge and grow in critical skills. The expectation that a program embodies a coherent course of study applies regardless of the mode of delivery. Describe any impacts to coherence that the proposed revision to the program may have.**

C. Have the admission requirements changed? If so, how?

D. If a similar program at MSU or in Kentucky exists, provide justification for the duplication.

III. PURPOSE, GOALS, AND OBJECTIVES

A. What are the goals of the Program? How do the proposed changes impact the alignment with them?

B. State the revised program outcomes to be achieved by students.

C. How do the specific goals and objectives relate to the mission statement of the University?

D. List the methods of program assessment to be used other than course grades to ensure that the desired outcomes are attained by students. Indicate the frequency of assessment and how results will be made available to program faculty.

We routinely use exams, writing assignments, and senior projects for program assessment purposes. Our assessment includes measurements from our core courses including Sociological theory (405), Sociological Methods (450) or Data Analysis (451) and at least one inequality course. We gather this data every semester. Dr. Constance Hardesty is responsible for collecting the data and reporting it. We will continue to gather data in these courses using the existing exams, writing assignments, and projects. We will no longer be able to assess data from the capstone course but we believe that we gather enough data in a variety of courses, that this change will not compromise our assessment process.

E. List discipline-specific standards for accreditation in addition to Southern Association of Colleges and Schools (SACS) accreditation standards. If applicable, attach current statement of requirements or provide a link to them.
none

IV. IMPACT

A. How will the program changes affect transfer students?
These program changes will not affect transfer students.

B. List all departments and programs that could be impacted by this proposal. For example, any department or program that:
   a. **offers required courses for this program**
   b. **offers elective courses for this program**
   c. **offers similar courses in their program**
   d. **has an equated course**
   e. **has courses in this proposal listed as a co-requisite or pre-requisite**
   f. **shares staff and/or resources.**

IST - we would like to offer IST 250 and IST 323 as options in the global component.

All other impacted programs are in our own department (courses equated with CRIM and SWK). All of the courses that are part of the SOC major that are equated with CRIM and SWK are currently being taught on a regular basis so it will not disrupt these programs.

C. Explain the potential impact on the other departments and programs.

Global Studies may see some increase in enrollments due to offering IST courses as alternatives in the global component. It is unlikely that the increase will be substantial enough to change the needs for offerings in that program.

D. List the individuals in the other departments and programs notified by the proposing department chair and define the method of contact (e-mail, phone conversation, etc.)

Dr. Royal Berglee (r.berglee@morehead-st.edu) and Dr. Jason Holcomb (j.holcomb@morehead-st.edu) were contacted by Dr. Timothy Hare. Drs. Berglee and Holcomb support the proposed changes.

E. Does this program revision require new technology? Please note that Information Technology (GH 110) should be notified when the program proposal is being developed. Early notification will allow IT an opportunity to provide quality information that can be included in the proposal request form.

☐ Yes ☒ No (If yes, a representative from Information Technology must sign the signature sheet.)

If yes, please list:

1. **the software to be used and its estimated cost. If there is intent to utilize the software in a lab, include the estimated cost of the server based license for the software. (IT does not install individual packages in labs, only server based versions).**

2. **the type of hardware to be utilized.**

V. PERSONNEL

A. List name(s), qualifications including highest earned degree, and academic rank(s) of departmental faculty who will teach courses in this program.

Dr. Bernadette Barton (PhD - Sociology, Full Professor)
Dr. Edward Breschel (PhD - Sociology, Associate Professor)
Mr. Raymond Hall (M.A. Sociology, Instructor)
Dr. Constance Hardesty (PhD - Sociology, Associate Professor)
Dr. Timothy Hare (PhD - Anthropology, Full Professor)
Ms. Amanda London (ABD Sociology, Visiting Professor)
Dr. Shondrah Nash (PhD - Sociology, Full Professor)
Dr. Elizabeth Perkins (PhD - Sociology, Full Professor)
Dr. SuzanneTallichet (PhD - Sociology, Full Professor)

B. Identify external or adjunct faculty, if appropriate.

C. List any additional support personnel (clerical, laboratory assistants, and technicians) needed for implementation.

D. List additional faculty including academic rank and qualifications, who must be hired during the next four years if this is implemented.

VI. ADDITIONAL INFORMATION

A. List the enrollment and number of graduates from this program for the past four years

B. List anticipated enrollment and number of graduates from this program for the next four years.

C. Explain and provide the cost of any additional or remodeled facilities that will be required.

D. List and provide the cost of any additional equipment required.

E. Provide the total estimated additional cost required to support this program for the next four years. Identify source of new funds (special legislative request, system reallocation, etc.).

VII. PROPOSED PROGRAM REQUIREMENTS

Please list all courses required for degree completion. Include Course Prefix, Number, Name, and Student Credit Hours. Provide the total student credit hours required for each section.

General Education Hours

If the Program requires courses that fulfil general education course requirements list them here. Remaining hours should be listed with "variable" with the total remaining general education hours.

SOC 101 Intro to Sociology 3

Total General Education Hours	33

Program Core Hours

Program Core courses must be taken by all students in the program. This section cannot contain options such as "MSU 111 or MSU 112" or "choose 3 hours from the following list". Any core Track hours should be listed in the Track section.

SOC 101 Intro to Sociology (see General Education Hours)
SOC/CRIM 210 Sociology of Deviance
SOC/CRIM 380 Race, Class, Gender and Crime
SOC 405 Sociological Theory
SOC 450 Research Methods (to be renamed Sociological Research)
SOC 451 Quantitative Data Analysis

Total Program Core Hours (This total should be at least 50% or more of the Total Program Hours; not including general education hours and free elective hours).	18

Other Program Required Hours

Other Program Required Hours are required program courses with the option of choosing between two specific courses (i.e. "MSU 111 or MSU 112"). Track hours should be listed in the Track section.

Global Component - Choose one of SOC 305; SOC 325; IST 250; IST 323

Inequality Component Choose one of SOC 300; SOC 343; SOC 350: SOC 374

Total Other Program Required Hours	6

Program Electives

Program Electives are a list of required program-related courses from which a student chooses a specific number of hours. (e.g. "choose 3 hours from the following list"). Track electives should be listed in the Track section.

Choose one soc course 200 level or above
Choose three soc courses 300 level or above

Total Program Elective Hours:	12

IF YOUR PROGRAM DOES NOT HAVE TRACKS, PROCEED TO THE FOLLOWING PAGE.

*Please note: If you need more than two tracks, please contact *undergraduate@moreheadstate.edu* so that the forms can be revised to fit your needs.*

Program Track Name:	
Please list all Track Requirements	
Total Track Hours	

Program Track Name:	
Please list all Track Requirements	
Total Track Hours	

Academic Minor:

A major requires an academic minor of at least 21 hours.

Minor Hours (if applicable)	21

Free Electives:

Free General Electives are any course hours still necessary to meet the 120 hour degree requirement after all program requirements are met.

Total Free Elective Hours	30

TOTAL DEGREE HOURS (Total degree hours should equal 120 or contain a rationale as to why it cannot).	120

Rationale as to why program exceeds 120 hours (if applicable):

If there is a change to the current catalog language for program competencies, admission criteria, standardized testing requirements, etc., please list the NEW catalog language below. Do not list the old catalog language. Do not list the program courses again.

See attached document

Curriculum Map

NOTE: If you are required to complete any developmental courses, you may not be able to complete the degree in four years. This curriculum map assumes that you have not transferred in any previously completed college level courses.

All students must have 33 hours of general education courses which include:

FYS 101/101E– First Year Seminar
MATH 123/123E, 131/131E, 135/135E, 152/152E, 174 or 175
Knowledge - Natural Science (NSC; select 2)
Knowledge - Arts & Humanities (HUM)
Knowledge - Social & Behavioral Sciences (SBS)

ENG 100/100E – Core Writing I
ENG 200 – Core Writing II Capstone
COMS 108 – Fund. Of Speech Communication
Global Cultures - Arts & Humanities (HUM)
Ethics & Civil Engagement - Social & Behavioral Sciences (SBS)

The approved course list may be accessed through the current MSU Undergraduate Catalog.

FIRST YEAR COURSE SCHEDULE

✓	Fall Semester	Code	Credits	✓	Spring Semester	Code	Credits
	FYS 101 - First Year Seminar	G	3		ENG 200 - Writing II	G	3
	ENG 100 - Writing I	G	3		MATH 123, 131, 135, 152, 174 or 175	G	3
	COMM 108 - Fundamentals of Speech Comm.	G	3		Arts and Humanities	G	3
	Natural Science 1	G	3		SOC 210 - Intro Sociology or	R	3
	SOC 101 - Introduction to Sociology	P	3		Social Behavioral Science	G	3
	Total Credit Hours		15		**Total Credit Hours**		15

SECOND YEAR COURSE SCHEDULE

✓	Fall Semester	Code	Credits	✓	Spring Semester	Code	Credits
	Global Cultures	G	3		One of the following -SOC 300 - Class, Power, and Privilege, SOC 343 - Religion and ⬛	RU	3
	Ethics and Civic Engagement	G	3		SOC Elective	U	3
	Natural Science 2	G	3		Free Elective	E	3
	SOC 380 - Race, Class, Gender, and Crime	R	3		Free Elective	E	3
	Minor		3		Minor		3
	Total Credit Hours		15		**Total Credit Hours**		15

THIRD YEAR COURSE SCHEDULE

✓	Fall Semester	Code	Credits	✓	Spring Semester	Code	Credits
	One of the following: SOC 305 - Cultural Anthropology, SOC 325 - Global Ineq ⬛	R	3		SOC 400 - Sociological Theory	R	3
	SOC Elective (300 or above)	RU	3		SOC Elective (300 or above)	RU	3
	Minor		3		Minor		3
	Free Elective	E	3		Free Elective	E	3
	Free Elective	E	3		Free Elective	E	3
	Total Credit Hours		15		**Total Credit Hours**		15

FOURTH YEAR COURSE SCHEDULE

✓	Fall Semester	Code	Credits	✓	Spring Semester	Code	Credits
	SOC 450 - Sociological Research	R	3		SOC 451 - Quantitative Data Analysis	R	3
	SOC Elective (300 or above)	RU	3		Minor		3
	Minor		3		Minor		3
	Free Elective	UE	3		Free Elective	UE	3
	Free Elective	UE	3		Free Elective	UE	3
	Total Credit Hours		15		**Total Credit Hours**		15

(E) Elective   (G) General Education Course   (P) Pre-requisite   (R) Required Course
(U) Upper Division Course 300-400 level (you must have 42 hours)

Sociology and Social Justice Major - Bachelor of Arts

Program Requirements

General Education

		Subtotal: 33

Refer to the General Education section (p. 32) for a complete listing of general education requirements for the University.

Core Requirements

SOC101	Introduction to Sociology (a general education option)	3
SOC210/CRIM210	The Sociology of Deviance	3
SOC380/CRIM380	Race, Class, Gender and Crime	3
SOC405	Sociological Theory	3
SOC450	Sociological Research	3
SOC451	Sociological Data Analysis	3

Subtotal: 18

Choose one of the following:

SOC300	Class, Power, and Privilege	3
SOC343	Religion and Sexuality	3
SOC350	Sex and Gender	3
SOC374	Race and Ethnicity	3

Subtotal: 3

Choice of one of the following:

SOC305	Cultural Anthropology	3
SOC325/CRIM 325	Global Inequality	3
IST250	International Culture and Diversity	3
IST323	Global Culture	3

Subtotal: 3

Electives

Choose 12 hours of SOC electives 9 of which must be 300-level or higher:

SOC	Electives 100-level or above	3
SOC	Electives 300-level or above	9

Minor

All majors must also include a minor or additional major. See Terms to Know (p. 29)

Electives

Free Electives   (chosen by student)

Total Credit Hours 120

COURSE
Minor Revision to an Existing Course
Undergraduate Curriculum Routing Form
Revised May 2020

Course: (as listed in current catalog)	SOC 450 Research Methodology / *Sociological Research*
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences
Originator's Name:	Constance Hardesty and Timothy Hare • Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form. • Do not alter the proposal form language and formatting in any way. If the form is altered it will be returned for revision. • It is the Originator's responsibility to track a proposal through the approval process.

Signatures: The Originator and the Departmental Curriculum Committee Chair will review, complete the checklist, and sign on the following "COVER SHEET" page.

Dianna Murphy	Approve ▼		10/09/2020
Department Chair or Associate Dean	Status		Date
Monica Himes	Approve ▼		10/15/2020
College Curriculum Committee	Status		Date
Scott A. Davison	Approve ▼		10/16/2020
Dean	Status		Date
	Approve ▼		
Teacher Ed. Council (if the course is required in any secondary education program)			Date

Once the proposal has been approved through the above levels, the Initiator will submit the the final document to the Office of Undergraduate Education & Student Success: undergraduate@moreheadstate.edu

Laurie Couch	Approve ▼		10/28/2020
University Undergraduate Curriculum Committee	Status		Date
Amy Pulliam	Approve ▼		11/4/2020
Vice President for Academic Affairs	Status		Date

COVER SHEET

Course: (as listed in current catalog)	SOC 450 Research Methodology
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences

- Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form.
- Any proposal with a secondary education component must be routed through the Teacher Education Council.
- Do not alter the proposal form language and formatting in any way. If the form is altered, it will be returned for revision.
- It is the Initiator's responsibility to track a proposal through the approval process.

The Originator will review the final document and complete the checkboxes on the left side of the page, sign and date below, and submit the complete proposal to the Department Curriculum Committee Chair for their review.

The Department Curriculum Committee Chair will review the document and complete the checkboxes on the right side of the page. Once approved by the department committee: sign and date below, and submit the the complete proposal to the Department Chair/Associate Dean.

Originator	☐	**Department Curriculum Committee Chair**
✓	The Change being requested is to an approved course and qualifies as a minor modification: • Equating an existing course to a new course. • Revising the title, prefix, course number, catalog description, and or admission requirements (test scores, pre-requisites, and/or co-requisites). *Minor changes do not modify course content or the course formula.* If the course content or formula is to be modified, use the New Course or Major Revision to Existing Course Form.	✓
✓	The curriculum proposal form has not been altered (formatting, font, etc.).	✓
✓	Grammar, spelling, punctuation, sentence structure, etc. is accurate.	✓
✓	The course title, department, and college names correspond to the current catalog.	✓
✓	If a Teacher Education Council signature is required, the next approval level will be notified so that it can be obtained.	✓
✓	Course teaching workload, formula, and semesters taught are specified.	✓
✓	The impacted departments, programs, the individuals notified, and the method of notification are listed. Impact is defined as any program or department that requires the course, offers the course as an elective, offers a similar course, has an equated course, has the course listed as a co-requisite or pre-requisite, or shares staff and/or resources.	✓
✓	Responses are complete and applicable for each question.	✓
✓	The entire proposal is saved as one document.	✓

My signature verifies that I have reviewed the proposal and it is ready to go to the next level.

Timothy Hare of Constance Hardesty (for)   2020-10-07

Initiator _____   Approval Date _____

Constance Hardesty (for) _____

Department Curriculum Committee Chair   Approval Date _____

COURSE
Minor Revision to an Existing Course

Use this outline to report a minor modification of a previously approved course and to equate a *current* course with a new course. *Minor revisions include title, prefix, course number, catalog course description, and admission requirements (test scores, pre-requisites, or co-requisites). Minor changes do not modify course content or the course formula.* If the course content or formula is to be modified, use the "New Course or Major Revision to Existing Course" form. Terms offered should be consistent with the curriculum map.

I. COURSE

Current Course Name: (as listed in the current catalog)	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	SOC	450	Research Methodology	3	3-0-3	Fall
Proposed Course Name:	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	SOC	450	Sociological Research	3	3-0-3	Fall

II. EXPLANATION

A. **Describe the change and justify what this proposal is requesting; what are you doing and why are you doing it? Content will be listed at the end of the document.**

We are requesting a change in the name of the course to create consistency with the course names in our core (sociological theory; sociological research; and sociological analysis). We think that it is important to include the term sociology in the title of the course so that students have a clear understanding that the course is focused on sociological topics.

B. **List all other departments and programs that could be impacted by this proposal. For example, any department or program that:**
   a. **requires the course**
   b. **offers the course as an elective**
   c. **offers a similar course**
   d. **has an equated course**
   e. **has the course listed as a co-requisite or pre-requisite**
   f. **shares staff and/or resources**

C. Explain the potential impact on the other departments and programs.

D. List each of the individuals in the other departments and programs notified by the proposing department and define the method of contact (e-mail, phone conversation, etc.)

III. ADDITIONAL INFORMATION

A. If this is a change that effects the current MSU Undergraduate Catalog content, please provide the copy that is to appear in the next catalog revision.

SOC 450 Sociological Research

(3-0-3) Introduces the basic techniques of research design and analysis in the social sciences.

Credits
3
Prerequisite
Three hours of sociology or consent of instructor

Supporting documentation can be forwarded along with the electronic copy of the proposal.

COURSE
Minor Revision to an Existing Course
Undergraduate Curriculum Routing Form
Revised May 2020

MOREHEAD STATE
UNIVERSITY

Course: (as listed in current catalog)	GST 300 Social Stratification / *Class, Power, & Privilege*
Department: (as listed in current catalog)	History, Philosophy, Politics, Global Studies and Legal Studies
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences
Originator's Name:	Constance Hardesty and Timothy Hare • Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form. • Do not alter the proposal form language and formatting in any way. If the form is altered it will be returned for revision. • It is the Originator's responsibility to track a proposal through the approval process.

Signatures: The Originator and the Departmental Curriculum Committee Chair will review, complete the checklist, and sign on the following "COVER SHEET" page.

Dianna Murphy	Approve	▼	10/9/2020
Department Chair or Associate Dean	Status		Date
Monica Himes	Approve	▼	10/15/2020
College Curriculum Committee	Status		Date
Scott A. Dunn	Approve	▼	10/16/2020
Dean	Status		Date
	Approve	▼	
Teacher Ed. Council (if the course is required in any secondary education program)			Date

Once the proposal has been approved through the above levels, the Initiator will submit the the final document to the Office of Undergraduate Education & Student Success: undergraduate@moreheadstate.edu

Laurie Couch	Approve	▼	10/28/2020
University Undergraduate Curriculum Committee	Status		Date
Lesley Parrish	Approve	▼	11/2/2020
Vice President for Academic Affairs	Status		Date

COVER SHEET

Course: (as listed in current catalog)	GST 300 Social Stratification
Department: (as listed in current catalog)	History, Philosophy, Politics, Global Studies and Legal Studies
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences

- Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form.
- Any proposal with a secondary education component must be routed through the Teacher Education Council.
- Do not alter the proposal form language and formatting in any way. If the form is altered, it will be returned for revision.
- It is the Initiator's responsibility to track a proposal through the approval process.

The Originator will review the final document and complete the checkboxes on the left side of the page, sign and date below, and submit the complete proposal to the Department Curriculum Committee Chair for their review.

The Department Curriculum Committee Chair will review the document and complete the checkboxes on the right side of the page. Once approved by the department committee: sign and date below, and submit the the complete proposal to the Department Chair/Associate Dean.

Originator ☐

Department Curriculum Committee Chair

☑	The Change being requested is to an approved course and qualifies as a minor modification: • Equating an existing course to a new course. • Revising the title, prefix, course number, catalog description, and or admission requirements (test scores, pre-requisites, and/or co-requisites). ***Minor changes do not modify course content or the course formula.*** If the course content or formula is to be modified, use the New Course or Major Revision to Existing Course Form.	☑
☑	The curriculum proposal form has not been altered (formatting, font, etc.).	☑
☑	Grammar, spelling, punctuation, sentence structure, etc. is accurate.	☑
☑	The course title, department, and college names correspond to the current catalog.	☑
☑	If a Teacher Education Council signature is required, the next approval level will be notified so that it can be obtained.	☑
☑	Course teaching workload, formula, and semesters taught are specified.	☑
☑	The impacted departments, programs, the individuals notified, and the method of notification are listed. Impact is defined as any program or department that requires the course, offers the course as an elective, offers a similar course, has an equated course, has the course listed as a co-requisite or pre-requisite, or shares staff and/or resources.	☑
☑	Responses are complete and applicable for each question.	☑
☑	The entire proposal is saved as one document.	☑

My signature verifies that I have reviewed the proposal and it is ready to go to the next level.

Timothy Hare & Constance Hardesty (JX)   2020-10-07

Initiator   Approval Date

Constance Hardesty (JX)

Department Curriculum Committee Chair   Approval Date

COURSE
Minor Revision to an Existing Course

Use this outline to report a minor modification of a previously approved course and to equate a *current* course with a new course. *Minor revisions include title, prefix, course number, catalog course description, and admission requirements (test scores, pre-requisites, or co-requisites). Minor changes do not modify course content or the course formula.* If the course content or formula is to be modified, use the "New Course or Major Revision to Existing Course" form. Terms offered should be consistent with the curriculum map.

I. COURSE

Current Course Name: (as listed in the current catalog)	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	GST	300	Social Stratification	3	3-0-3	Fall
Proposed Course Name:	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	GST	300	Class, Power, and Privilege	3	3-0-3	Fall

II. EXPLANATION

A. Describe the change and justify what this proposal is requesting; what are you doing and why are you doing it? Content will be listed at the end of the document.

We are requesting a change in the name of the course so that students will have a better idea of the content. Because Social Stratification is a sociological term, we are concerned that it is not allowing prospective students to have a clear idea of what to expect from the course.

B. List all other departments and programs that could be impacted by this proposal. For example, any department or program that:
    a. **requires the course**
    b. **offers the course as an elective**
    c. **offers a similar course**
    d. **has an equated course**
    e. **has the course listed as a co-requisite or pre-requisite**
    f. **shares staff and/or resources**

SOC - this course is equated with SOC. There is an accompanying request to change the title for SOC 300 as well

C. Explain the potential impact on the other departments and programs.
none

D. List each of the individuals in the other departments and programs notified by the proposing department and define the method of contact (e-mail, phone conversation, etc.)
The dept of SSWC is initiating this proposal and is aware of the changes

III. ADDITIONAL INFORMATION

A. If this is a change that effects the current MSU Undergraduate Catalog content, please provide the copy that is to appear in the next catalog revision.

(3-0-3) This course explores the nature of social inequality with an in-depth focus on the dimension of social class. Students will examine theories of privilege, oppression and the intersectional nature of inequality. Equates with SOC 300.

Credits
3
Prerequisite
SOC 101

Supporting documentation can be forwarded along with the electronic copy of the proposal.

MOREHEAD STATE
UNIVERSITY

Course: (as listed in current catalog)	SOC 300 Social Stratification / *Class, Power; Privilege*
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences
Originator's Name:	Constance Hardesty and Timothy Hare • Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form. • Do not alter the proposal form language and formatting in any way. If the form is altered it will be returned for revision. • It is the Originator's responsibility to track a proposal through the approval process.

Signatures: The Originator and the Departmental Curriculum Committee Chair will review, complete the checklist, and sign on the following "COVER SHEET" page.

Dianna Murphy	Approve ▼		~~10/16/2020~~ 10/9/2020
Department Chair or Associate Dean	Status		Date
[signature]	Approve ▼		10/15/2020
College Curriculum Committee	Status		Date
Scott A. Dunn	Approve ▼		10/16/2020
Dean	Status		Date
	Approve ▼		
Teacher Ed. Council (if the course is required in any secondary education program)			Date

Once the proposal has been approved through the above levels, the Initiator will submit the the final document to the Office of Undergraduate Education & Student Success: undergraduate@moreheadstate.edu

Laurie Couch	Approve ▼		10/28/2020
University Undergraduate Curriculum Committee	Status		Date
[signature]	Approve ▼		11/2/2020
Vice President for Academic Affairs	Status		Date

COVER SHEET

Course: (as listed in current catalog)	SOC 300 Social Stratification
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences

- Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form.
- Any proposal with a secondary education component must be routed through the Teacher Education Council.
- Do not alter the proposal form language and formatting in any way. If the form is altered, it will be returned for revision.
- It is the Initiator's responsibility to track a proposal through the approval process.

The Originator will review the final document and complete the checkboxes on the left side of the page, sign and date below, and submit the complete proposal to the Department Curriculum Committee Chair for their review.

The Department Curriculum Committee Chair will review the document and complete the checkboxes on the right side of the page. Once approved by the department committee: sign and date below, and submit the the complete proposal to the Department Chair/Associate Dean.

Originator ☐

Department Curriculum Committee Chair

✓	The Change being requested is to an approved course and qualifies as a minor modification: • Equating an existing course to a new course. • Revising the title, prefix, course number, catalog description, and or admission requirements (test scores, pre-requisites, and/or co-requisites). *Minor changes do not modify course content or the course formula.* If the course content or formula is to be modified, use the New Course or Major Revision to Existing Course Form.	✓
✓	The curriculum proposal form has not been altered (formatting, font, etc.).	✓
✓	Grammar, spelling, punctuation, sentence structure, etc. is accurate.	✓
✓	The course title, department, and college names correspond to the current catalog.	✓
✓	If a Teacher Education Council signature is required, the next approval level will be notified so that it can be obtained.	✓
✓	Course teaching workload, formula, and semesters taught are specified.	✓
✓	The impacted departments, programs, the individuals notified, and the method of notification are listed. Impact is defined as any program or department that requires the course, offers the course as an elective, offers a similar course, has an equated course, has the course listed as a co-requisite or pre-requisite, or shares staff and/or resources.	✓
✓	Responses are complete and applicable for each question.	✓
✓	The entire proposal is saved as one document.	✓

My signature verifies that I have reviewed the proposal and it is ready to go to the next level.

Timothy Hare & Constance Hardesty   2020-10-07

Initiator   Approval Date

Constance Hardesty

Department Curriculum Committee Chair   Approval Date

COURSE
Minor Revision to an Existing Course

Use this outline to report a minor modification of a previously approved course and to equate a *current* course with a new course. *Minor revisions include title, prefix, course number, catalog course description, and admission requirements (test scores, pre-requisites, or co-requisites). Minor changes do not modify course content or the course formula.* If the course content or formula is to be modified, use the "New Course or Major Revision to Existing Course" form. Terms offered should be consistent with the curriculum map.

I. COURSE

Current Course Name: (as listed in the current catalog)	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	SOC	300	Social Stratification	3	3-0-3	Fall
Proposed Course Name:	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	SOC	300	Class, Power, and Privilege	3	3-0-3	Fall

II. EXPLANATION

A. **Describe the change and justify what this proposal is requesting; what are you doing and why are you doing it? Content will be listed at the end of the document.**

We are requesting a change in the name of the course so that students will have a better idea of the content. Because Social Stratification is a sociological term, we are concerned that it is not allowing prospective students to have a clear idea of what to expect from the course.

B. **List all other departments and programs that could be impacted by this proposal. For example, any department or program that:**
   a. **requires the course**
   b. **offers the course as an elective**
   c. **offers a similar course**
   d. **has an equated course**
   e. **has the course listed as a co-requisite or pre-requisite**
   f. **shares staff and/or resources**

GST - this course is equated with GST. There is an accompanying request to change the title for GST as well

C. Explain the potential impact on the other departments and programs.
none

D. List each of the individuals in the other departments and programs notified by the proposing department and define the method of contact (e-mail, phone conversation, etc.)
Dr. Bernadette Barton, director of Gender Studies, has been notified via email.

III. ADDITIONAL INFORMATION

A. If this is a change that effects the current MSU Undergraduate Catalog content, please provide the copy that is to appear in the next catalog revision.

(3-0-3) This course explores the nature of social inequality with an in-depth focus on the dimension of social class. Students will examine theories of privilege, oppression and the intersectional nature of inequality. Equates with GST 300.

Credits
3
Prerequisite
SOC 101

Supporting documentation can be forwarded along with the electronic copy of the proposal.

COURSE
Minor Revision to an Existing Course
Undergraduate Curriculum Routing Form
Revised May 2020

Course: (as listed in current catalog)	CRIM 325 Global Sociology / *Global Inequality*
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences
Originator's Name:	Constance Hardesty and Timothy Hare • Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form. • Do not alter the proposal form language and formatting in any way. If the form is altered it will be returned for revision. • It is the Originator's responsibility to track a proposal through the approval process.

Signatures: The Originator and the Departmental Curriculum Committee Chair will review, complete the checklist, and sign on the following "COVER SHEET" page.

[signature] Department Chair or Associate Dean	Approve ▼ Status		10/9/2020 Date
[signature] College Curriculum Committee	Approve ▼ Status		10/15/2020 Date
[signature] Dean	Approve ▼ Status		10/16/2020 Date
Teacher Ed. Council (if the course is required in any secondary education program)	Approve ▼ Status		Date

Once the proposal has been approved through the above levels, the Initiator will submit the the final document to the Office of Undergraduate Education & Student Success: undergraduate@moreheadstate.edu

[signature] University Undergraduate Curriculum Committee	Approve ▼ Status		10/28/2020 Date
[signature] Vice President for Academic Affairs	Approve ▼ Status		11/2/2020 Date

COVER SHEET

Course: (as listed in current catalog)	CRIM 325 Global Sociology
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences

- Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form.
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The Department Curriculum Committee Chair will review the document and complete the checkboxes on the right side of the page. Once approved by the department committee: sign and date below, and submit the the complete proposal to the Department Chair/Associate Dean.

Originator ☐   **Department Curriculum Committee Chair**

☑	The Change being requested is to an approved course and qualifies as a minor modification: • Equating an existing course to a new course. • Revising the title, prefix, course number, catalog description, and or admission requirements (test scores, pre-requisites, and/or co-requisites). *Minor changes do not modify course content or the course formula.* If the course content or formula is to be modified, use the New Course or Major Revision to Existing Course Form.	☑
☑	The curriculum proposal form has not been altered (formatting, font, etc.).	☑
☑	Grammar, spelling, punctuation, sentence structure, etc. is accurate.	☑
☑	The course title, department, and college names correspond to the current catalog.	☑
☑	If a Teacher Education Council signature is required, the next approval level will be notified so that it can be obtained.	☑
☑	Course teaching workload, formula, and semesters taught are specified.	☑
☑	The impacted departments, programs, the individuals notified, and the method of notification are listed. Impact is defined as any program or department that requires the course, offers the course as an elective, offers a similar course, has an equated course, has the course listed as a co-requisite or pre-requisite, or shares staff and/or resources.	☑
☑	Responses are complete and applicable for each question.	☑
☑	The entire proposal is saved as one document.	☑

My signature verifies that I have reviewed the proposal and it is ready to go to the next level.

Timothy Hare & Constance Hardesty   2020-10-07

Initiator   **Approval Date**

Constance Hardesty

Department Curriculum Committee Chair   **Approval Date**

COURSE
Minor Revision to an Existing Course

Use this outline to report a minor modification of a previously approved course and to equate a *current* course with a new course. *Minor revisions include title, prefix, course number, catalog course description, and admission requirements (test scores, pre-requisites, or co-requisites). Minor changes do not modify course content or the course formula.* If the course content or formula is to be modified, use the "New Course or Major Revision to Existing Course" form. Terms offered should be consistent with the curriculum map.

I. COURSE

Current Course Name: (as listed in the current catalog)	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	CRIM	325	Global Sociology	3	3-0-3	Fall
Proposed Course Name:	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	CRIM	325	Global Inequality	3	3-0-3	Fall

II. EXPLANATION

A. **Describe the change and justify what this proposal is requesting; what are you doing and why are you doing it? Content will be listed at the end of the document.**

We are requesting a change in the name of the course to highlight our program's focus on inequality. The course content currently focuses on global inequality. This name change will allow students to have a clear idea of what to expect in the course.

B. **List all other departments and programs that could be impacted by this proposal. For example, any department or program that:**
   a. **requires the course**
   b. **offers the course as an elective**
   c. **offers a similar course**
   d. **has an equated course**
   e. **has the course listed as a co-requisite or pre-requisite**
   f. **shares staff and/or resources**

SOC - This course equates with soc but because crim and sociology are part of the same department and share a common core, this name change discussion has taken place with both crim and soc faculty.

C. Explain the potential impact on the other departments and programs.
none

D. List each of the individuals in the other departments and programs notified by the proposing department and define the method of contact (e-mail, phone conversation, etc.)
Both crim and soc faculty are aware of this proposed change.

III. ADDITIONAL INFORMATION

A. If this is a change that effects the current MSU Undergraduate Catalog content, please provide the copy that is to appear in the next catalog revision.
(3-0-3) An introduction to globalization and global inequality. Students examine the manifestation of and systematic causes of global inequality in the areas of education, wealth, information, technology, health, human rights, and other areas. Solutions for alleviating global inequality are explored. Equates with SOC 325.

Credits
3
Prerequisite
SOC 101

Supporting documentation can be forwarded along with the electronic copy of the proposal.

COURSE
Minor Revision to an Existing Course
Undergraduate Curriculum Routing Form
Revised May 2020

Course: (as listed in current catalog)	SOC 325 Global Sociology / *Global Inequality*
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences
Originator's Name:	Constance Hardesty and Timothy Hare • Please confirm with the Office of Undergraduate Education and Student Success (3-2003) that you are initiating the correct proposal form. • Do not alter the proposal form language and formatting in any way. If the form is altered it will be returned for revision. • It is the Originator's responsibility to track a proposal through the approval process.

Signatures: The Originator and the Departmental Curriculum Committee Chair will review, complete the checklist, and sign on the following "COVER SHEET" page.

[signature] Department Chair or Associate Dean	Approve ▼ Status	10/9/2020 Date
[signature] College Curriculum Committee	Approve ▼ Status	10/15/2020 Date
[signature] Dean	Approve ▼ Status	10/16/2020 Date
NA Teacher Ed. Council (if the course is required in any secondary education program)	Approve ▼	Date

Once the proposal has been approved through the above levels, the Initiator will submit the the final document to the Office of Undergraduate Education & Student Success: undergraduate@moreheadstate.edu

[signature] University Undergraduate Curriculum Committee	Approve ▼ Status	10/28/2020 Date
[signature] Vice President for Academic Affairs	Approve ▼ Status	11/2/2020 Date

COVER SHEET

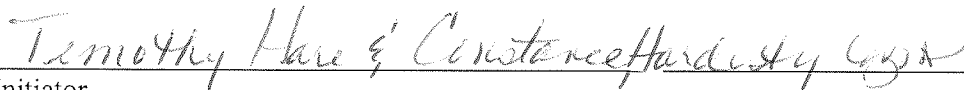| **Course:** (as listed in current catalog)	SOC 325 Global Sociology
Department: (as listed in current catalog)	Sociology, Social Work, and Criminology
College: (as listed in current catalog)	Caudill College of Arts, Humanities, and Social Sciences

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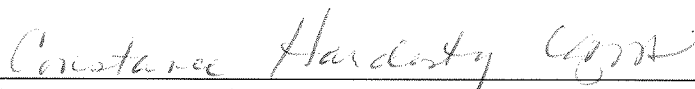
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Originator ☐   **Department Curriculum Committee Chair**

✓	The Change being requested is to an approved course and qualifies as a minor modification: • Equating an existing course to a new course. • Revising the title, prefix, course number, catalog description, and or admission requirements (test scores, pre-requisites, and/or co-requisites). *Minor changes do not modify course content or the course formula.* If the course content or formula is to be modified, use the New Course or Major Revision to Existing Course Form.	✓
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My signature verifies that I have reviewed the proposal and it is ready to go to the next level.

Timothy Hare & Constance Hardesty (signature)   2020-10-07
_____   _____
Initiator   Approval Date

Constance Hardesty (signature)
_____   _____
Department Curriculum Committee Chair   Approval Date

COURSE
Minor Revision to an Existing Course

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I. COURSE

Current Course Name: (as listed in the current catalog)	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	SOC	325	Global Sociology	3	3-0-3	Fall
Proposed Course Name:	Course prefix (Example: ENG)	Number (Example: 100)	Title (Example: Writing I)	Faculty Load	Formula (Example: 3-0-3)	Intended Terms Offered (Example: Fall/Spring)
	SOC	325	Global Inequality	3	3-0-3	Fall

II. EXPLANATION

A. **Describe the change and justify what this proposal is requesting; what are you doing and why are you doing it? Content will be listed at the end of the document.**

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Crim - This course equates with crim but because crim and sociology are part of the same department and share a common core, this name change discussion has taken place with both crim and soc faculty.

C. Explain the potential impact on the other departments and programs.
none

D. List each of the individuals in the other departments and programs notified by the proposing department and define the method of contact (e-mail, phone conversation, etc.)
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A. If this is a change that effects the current MSU Undergraduate Catalog content, please provide the copy that is to appear in the next catalog revision.
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Credits
3
Prerequisite
SOC 101

Supporting documentation can be forwarded along with the electronic copy of the proposal.