

# **VALDOSTA STATE UNIVERSITY**

## **ACADEMIC COMMITTEE PACKET**

### **ACADEMIC COMMITTEE**

**MONDAY,  
October 16, 2017**

**2:30 p.m.**

**Cypress Room  
University Center**

**Stanley Jones  
Registrar/Secretary of the Academic Committee**

ACADEMIC COMMITTEE  
AGENDA  
October 16, 2017

1. Minutes of the April 10, 2017 meeting. (pages 1-2) were approved by email April, 2017.
2. **COLLEGE OF ARTS AND SCIENCES**
  - a. Renaming Native American Studies (NAS) to Native American and Indigenous Studies (NAIS) (pages 3-5)
  - b. Revised course description POLS 4100 (pages 6-8)
  - c. Certificate Notification Form – Certificate for Teaching College History Surveys (pages 84)
  - d. Requirements for the Certificate for Teaching College History Surveys (pages 85-86)
  - e. Revised requirements for the MA in History (pages 87-89)
  - f. New course HIST 5700 (pages 90-100)
  - g. New course HIST 6700 (pages 101-114)
3. **COLLEGE OF BUSINESS**
  - a. New course HCAD 4977 (pages 9-16)
  - b. New course MGNT 4600 (pages 17-23)
  - c. Revised degree requirements for the MBA – Healthcare Administration (pages 24-26)
  - d. Revised prerequisites for WMBA 6100 (pages 27-28)
4. **COLLEGE OF EDUCATION AND HUMAN SERVICES**
  - a. Revised course description PSYC 1101 (pages 29-31)
  - b. Revised prerequisite PSYC 300 (pages 32-34)
  - c. Revised course description KSPE 2150 (pages 35-37)
  - d. Revised requirements for the minor in Coaching (pages 38-42)
  - e. New course CHPE 3001 (pages 43-49)
  - f. New course CHPE 3000 (pages 50-56)
  - g. New course KSPE 1090 (pages 57-62)
  - h. New course KSPE 1110 (pages 63-68)
  - i. New course CHPE 4300 (pages 69-75)
  - j. New course CHPE 4700 (pages 76-83)
  - k. New course CHPE 2000 (pages 115-123)
  - l. New course CHPE 3050 (pages 124-132)
  - m. New course CHPE 4000 (pages 133-142)
  - n. New course CHPE 4010 (pages 143-151)
  - o. New minor Recreation and Leisure (pages 152-153)
  - p. Revised requirements for the MED in Instructional Technology – Library Media Concentration (pages 154-156)
  - q. New course ITED 7204 (pages 157-167)
5. **Pending items**
  - a. Revised course CHEM 1010 – USG General Education Council approval
  - b. Prospectus - DNP – Doctor of Nursing Practice – BOR approval (SEP12 AC)
  - c. Prospectus – PSM – Professional Science Master’s in Chemistry and Biochemistry – BOR approval (SEP12 AC)
  - d. New minor Logistics and Supply Chain – BOR approval (SEP15 AC)

Valdosta State University  
Academic Committee Minutes

April 10, 2017

The Academic Committee of the Valdosta State University Faculty Senate met in the University Center Rose Room on Monday, April 10, 2017. Dr. Sharon Gravett, Associate Provost for Academic Affairs, presided.

Members Present: Dr. Eugene Asola, Dr. Frank Flaherty (Proxy Ms. Sarah Arnett), Dr. Bobbie Ticknor, Dr. Ellis Heath, Dr. Ellis Heath (Proxy Dr. Gary Futrell) Dr. Kathleen Lowney (proxy Dr. Nicole Cox), Dr. Frank Flaherty, Dr. Ray Elson, Mr. Craig Hawkins, Dr. Kathleen Lowney, Ms. Jessica Lee (proxy Ms. Catherine Bowers) Dr. Michelle Ritter (proxy Ms. Kwanza Thomas), Ms. Jessica Lee, Dr. Eugene Asola (proxy Dr. Xiaoi Ren) and Dr. Patti Campbell.

Members Absent: Ms. Sarah Arnett, Ms. Catherine Bowers, Dr. Nicole Cox, Ms. Laura Carter, Dr. Lars Leader, and Dr. Gary Futrell, and Dr. Xiaoi Ren.

Catalog Editor: Dr. Jane Kinney.

Visitor's Present: Dr. Lai Orenduff, Dr. Darrell Ross, Dr. Carl Hand, Dr. Sonya Sanderson, Mr. Chuck Conner, Dr. LaGary Carter, Dr. Lynn Minor, Dr. Greg Harrell, Dr. Ellice Martin, Dr. Fleming Bell, and Mrs. Teresa Williams.

The Minutes of the March 6, 2017 meeting were approved by email on March 27, 2017 (pages 1-5).

**A. Graduate School**

1. Revised catalogue copy for Graduate Academic Standards-Regulations/Thesis & Dissertations was approved effective Fall 2017 with the words "Students must" submit the final..." added (pages 6-9).
2. Revised catalogue copy for Graduate Student Classification Admission Criteria was approved effective Fall 2017 with the following change made to item 2-"An undergraduate student registering...is limited to a total of 12 semester hours per semester" (page 10-13).

**B. College of Arts and Sciences**

1. New minor in Middle Eastern Studies approved effective Fall 2017 with the following courses removed from the curriculum-CRJU 4670-Terrorism, ECON 4800 Economics of Terrorism, PERS 2650 Christianity and Islam, and POLS 4420 Global Security (pages 14-15).
2. Revised catalogue copy for BS in Applied Mathematics was approved with "their applications" removed and replaced with "investigates their applications" (pages 16-18).
3. Revised prerequisites for MATH 4980 was approved effective Fall 2017 (pages 19-21).
4. Revised catalog copy for BA-Sociology/Anthropology was approved effective Fall 2017 (pages 22-26).
5. Revised curriculum for BA-Sociology/Anthropology was approved effective Fall 2017 (pages 27-28).
6. Revised catalog copy for MS-Sociology was approved effective Fall 2017 (pages 29-31).
7. Revised curriculum for MS-Sociology was approved effective Fall 2017 (pages 32-34).
8. Revised catalog copy for MS-Sociology was approved effective Fall 2017 (pages 35-36).
9. Revised course number and description for SOCI 6700 was approved effective Fall 2017 with the first sentence of description changed to "A study of..." and the last two sentences removed (pages 37-39).
10. Revised course number, title, and description for SOCI 7050 was approved effective Fall 2017 with "A study of...) added to first sentence and "The course...) added to second sentence (pages 40-41).
11. New course SOCI 7060-Environmental Sociology-3 credit hrs, 3 lecture hrs, 0 lab hrs, 3 contact hrs-was approved effective Fall 2017 (pages 42-46).

**C. College of Education and Human Services**

1. Revised catalog copy for Online Collaborative MED-MGED (Math/Sci) and MED-CI (AT) was approved effective Fall 2017 (pages 47-53).
2. Revised course description for EDET 8880-Capstone Seminar-was approved effective Fall 2017 (pages 54-56).
3. Revised course description for EDET 8001-Teacher Leadership Residency I was approved effective Fall 2017 with "the area of" and "in the area" removed from the description (pages 57-59).

4. Revised course description for EDET 8002-Teacher Leadership Residency II was approved effective Fall 2017 with “the area of” and “the area of” removed from the description (pages 60-62).
5. Revised course description for EDET 8003-Teacher Leadership Residency III was approved effective Fall 2017 with “the area of” and “in the area” removed from the description (pages 63-65).
6. Deactivation of EDET 8010-Reflective Teaching Practices Seminar effective Fall 2017 (page 66-67).
7. Revised catalog copy for MAT for Teachers-Special Ed-Deaf/Hard of Hearing was approved effective Fall 2017 (pages 68-72).
8. Revised catalog copy for College of Education and Human Services-Accreditation was approved effective Fall 2017 with correct to “on Accreditation for...”, remove “Training and” and “Reading Education...”(pages 73-75).
9. Revised catalog copy for Teaching Degree Programs was approved effective Fall 2017 with “except for special education majors” removed and reinstate “students are not permitted...” (pages 76-80).
10. Revised catalog copy for track 1 and 2 MED in Special Ed/Hard of Hearing was approved effective Fall 2017 (pages 81-85).
11. Revised catalog copy for Ed.S in Teacher Leadership was approved effective Fall 2017 (pages 86-90).
12. Revised catalog copy for Field Experiences in P-12 Ed Prep was approved effective Fall 2017 (pages 91-95).
13. Revised catalog copy for Master degree programs was approved effective Fall 2017 with MED in Iterr Spec Ed- ECED Gen Curr, Dept of Marr/Fam Therp removed. Performance-Based removed and correction to K-5 Mathematics Endorsement-Online (pages 96-100).
14. Curriculum change for MED in Early Childhood was approved effective Fall 2017 (pages 101-103).
15. Revised course title and description for ECED 7540 was approved effective Fall 2017 (pages 104-106).
16. New Course KSPE 1040-Fitness in Rhythms and Dance 1credit hr, 0 lecture hrs, 2 lab hrs, 2 contact hrs was approved effective Fall 2017 with first sentence of description removed, the “and” removed-replacement with “to the...” and lecture/lab hours changes to 0-2 (pages 107-112).
17. Revised course description PSYC 4500-Special Topics in Psyc was approved effective Fall 2017 with “Exploration of...” added to description (pages 113-115).
18. New course PSYC 4170-Drugs, Mental Health, and Behavior-3credit hrs, 3 lecture hrs, 0 lab hrs, 3 contact hrs- was approved effective Fall 2017 with preq moved to beginning of description (pages 116-123).
19. New course PSYC 3950-Applied Topics in Psyc-3credit hrs, 3 lecture hrs, 0 lab hrs, 3 contact hrs-was approved effective Fall 2017 (pages 124-131).

**D. College of Nursing and Health Sciences (Addendum)**

1. New Program Proposal-Bachelor of Science in Health Sciences was approved with first retention requirement removed (pages 1-3). **\*\*BOR Approval Required\*\***
2. Revised catalog copy for Bachelor of Science in Health Sciences was approved with first retention requirement removed and “in all area F courses” removed from Progression section (pages 4-8).
3. New course HSHS 4050-Principles of Musculoskeletal Examination-3 credit hrs, 3 lecture hrs, 0 lab hrs, 3 contact hrs-was approved with description starting with “A Study of...”(pages 9-17).
4. New course HSHS 4060L-Principles of Musculoskeletal Examination-1 credit hr, 0 lecture hrs, 2 lab hrs, 2 contact was approved (pages 18-26).
5. New course HSHS 4300-Professionalism and Healthcare-3 credit hrs, 3 lecture hrs, 0 lab hrs, 3 contact hrs-was approved with attached correction to description (pages 27-36).

Respectfully submitted,

Stanley Jones  
Registrar

**REQUEST FOR A REVISED CATALOGUE COPY**  
(New Learning Outcomes, Admissions, or Other Program Policies)

Valdosta State University

**Area of Change:**     Core     Senior     Graduate

**Current Catalogue Page Number:** N/A

**Proposed Effective Date for Revised Catalogue Copy:** (new or revised) 01/18

**Degree and Program Name:** Native American Studies-Minor

**Present Requirements:** The program is currently titled Native American Studies (NAS).

**Proposed Requirements:** (highlight changes after printing) Change program title to Native American and Indigenous Studies (NAIS).

**Justification:** (select one or more of the following to indicate why the requested change will be beneficial, giving your justification. Include and/or append relevant supporting data.)

- Improving Student Learning Outcomes
- Adopting Current Best Practice(s) in Field
- Meeting Mandates of State/Federal/Outside Accrediting Agencies
- Other Broaden the focus and appeal of the program to include global indigenous issues. This change will attract more students into the program and qualify more of the current faculty to participate.

**Source of Data to Support Suggested Change:**

**Indirect measures:** SOIs, student, employer, or alumni surveys, etc. **Student interest in First Nations (Canada) and Indigenous populations of Central and South America and Australia. The evolution of the field of Indigenous Studies to become more holistic and comprehensive.**

**Direct measures:** Materials collected and evaluated for program assessment purposes (tests, portfolios, specific assignments, etc.)

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**Plan for assessing the effectiveness of the change in meeting program's learning outcomes (i.e., how do these changes fit within the current program assessment plan and what sorts of data will be collected and evaluated to determine if these changes are meeting stated program outcomes?).**

**Data Sources:**

**Indirect measures:** SOIs, student, employer, or alumni surveys, etc. **We will continue in our well-defined assessment methods.**

**Direct measures:** Materials collected and evaluated for program assessment purposes (tests, portfolios, specific assignments, etc.) **See previous.**

<u>Approvals:</u>	
Department Head: <i>[Signature]</i>	Date: <i>20 June 17</i>
College/Division Exec. Committee: <i>Connie Richards</i>	Date: <i>7/11/17</i>
Dean(s)/Director(s): <i>Connie Richards</i>	Date: <i>7/11/17</i>
Graduate Exec. Comm.: (for grad program)	Date:
Graduate Dean: (for grad program)	Date:
Academic Committee:	Date:

Form last updated: January 6, 2010

**Request for a Revised Course**  
Valdosta State University

**Date of Submission:** 03/07/2017 (mm/dd/yyyy)

**Department Initiating Revision:**  
Political Science

**Faculty Member Requesting Revision:**  
Marc G. Pufong

**Current Course Prefix, Title, & Number:**  
(See course description abbreviations in the catalog for approved prefixes)  
Pols 4100 Political Science Capstone

**List Current and Requested Revisions:**

**Current:**  
Course Prefix and Number: POLS 4100  
Credit Hours: 3  
Course Title: Political Science Capstone Course  
Pre-requisites: POLS 3100  
Course Description: An application of Political Science research skills to the study of specialized topics that reflect the expertise of the instructor. Students will prepare and present a formal research paper.

**Requested:**  
Course Prefix and Number: POLS 4100  
Credit Hours: 3  
Course Title: Political Science Capstone Course  
Pre-requisites: POLS 3100  
Course Description: An application of Political Science research skills to the study of any topic within political science or its sub-disciplines. Students will prepare and present a formal research paper in political science in general or in their area of concentration.

**Semester/Year to be Effective:**  
Fall 2017

**Estimated Frequency of Course Offering:**  
Every semester

**Indicate if Course will be :**  Requirement for Major  Elective

**Justification:** (select one or more of the following to indicate why the requested change will be beneficial, giving your justification. Please include and/or append relevant supporting data.)

Improving student learning outcomes: Premised on flexibility, the focus of the revised Capstone Course reverses what currently is "instructor centered focus" to an emphasis on the "student" The result will be a net improvement that focuses on student interests or area of concentration in Political Science for their research. The current structure of "... application of political science research skills to the study of specialized topics that reflect the expertise of the instructor" is restrictive. The new structure will allow students, under the instructor's supervision, to develop and write research papers from any sub-field while adhering to any research method in political science.

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Adopting current best practice(s) in field: The new description conveys the appropriate course expectations and therefore the framework to acquire the requisite knowledge of advanced research beyond POLS 3100 in political science.

Meeting Mandates of State/Federal/Outside Accrediting Agencies:

Other: The suggested revisions provide needed clarity to the current course description. The improvement will be beneficial to political science majors enrolling in the course as it provides added flexibility and understanding to the course content. Overall, this will foster flexibility that allows for increased skills in inquiry, logical reasoning, and critical analysis, enabling arguments, synthesis of facts and information, and logical arguments leading to creative solutions to problems.

**Plans for assessing the effectiveness of the course:** As a rule, all upper level courses in the Department of Political Science require some assessment in the form of written work. For this course, these include essays, a research papers, and/or other in-class expectations that help course instructors to determine student progress and their grasp within the area of concentration in particular and in political science in genral etc. To allow for possible course reevaluation, any method of assessmnet used must be measurable to etabnlsh student performances that "meet," "exceed" or fall "below" course expectations.

Approvals:	
College/Division Exec. Comm.:	Date:
Dept. Head: 	Date: 4/11/17
Dean/Director: <i>Donnie Richards</i>	Date: 4/11/17
Graduate Exec. Comm.(if needed):	Date:
Graduate Dean (if needed):	Date:
Academic Committee:	Date:

Form last updated: April 7, 2017

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MAY 18 2017

**REQUEST FOR A NEW COURSE**

Valdosta State University

OFFICE OF THE REGISTRAR  
VALDOSTA STATE UNIVERSITY

**Date of Submission:** 05/01/2017 (mm/dd/yyyy)

**Department Initiating Request:**  
Management and Healthcare Administration

**Faculty Member Requesting:**  
Gary Hackbarth

**Proposed New Course Prefix & Number:**  
(See course description abbreviations in the catalog for approved prefixes)  
HCAD 4977

**Proposed New Course Title:**  
Research in Healthcare Administration  
  
**Proposed New Course Title Abbreviation:**  
(For student transcript, limit to 30 character spaces)  
Research in Healthcare Admin

**Semester/Year to be Effective:**  
Spring 2018

**Estimated Frequency of Course Offering:**  
As Required

**Indicate if Course will be :**     Requirement for Major     Elective

**Lecture Hours:** 3

**Lab Hours:** 0

**Credit Hours:** 3

**Proposed Course Description:** (Follow current catalogue format and include prerequisites or co-requisites, cross listings, special requirements for admission or grading. A description of fifty words or fewer is preferred.) Prerequisites: BUSA 3100, HCAD 3200. Students will complete a Healthcare Administration research paper to further develop college-level critical thinking skills via reading, research and writing and may receive credit for the course only once. Graded "Satisfactory" or "Unsatisfactory", the research project, must adhere to the established Healthcare Business Administration (HCAD) Research Program Guidelines.

**Justification:** Select one or more of the following to indicate why the requested change will be beneficial, giving your justification. Include and/or append relevant supporting data.

Improving student learning outcomes: This course would allow students to select either HCAD 4980 Internship in Healthcare Business Administration or HCAD 4977 Research in Healthcare Administration with input from their faculty advisor to choose the best outcome for their individual academic program, skill set, personal preference, or the availability of a suitable internship. A successful internship experience for both the student and the organization sponsoring the internship requires a suitable "fit" between the organizations needs and the individual capabilities, career desires, and academic preparation of the student. If a poor internship fit is anticipated by the faculty advisor or no intership is available in a reasonable timeframe so as to not delay a students graduation, HCAD 4977 Research in Healthcare Business Administration would provide an alternative opportunity for the student to gain the necessary insights and experiences necessary to perform satisfactorily in their chosen career.

Adopting current best practice(s) in field:

Meeting Mandates of State/Federal/Outside Accrediting Agencies:

Other:

**Source of Data to Support Suggested Change:**

Indirect Measures: SOIs, student, employer, or alumni surveys, etc.

1) Meeting the mission of the College to provide experiential learning opportunities to our students. 2) Addition of directed research courses to the curriculum of other top business schools.

Direct Measures: Materials collected and evaluated for program assessment purposes (tests, portfolios, specific assignments, etc.)

**Plans for assessing the effectiveness of the course in meeting program's learning outcomes** (i.e., how does this course fit within the current program assessment plan and what sorts of data will be collected and evaluated to determine if the course is meeting stated program or course outcomes?)

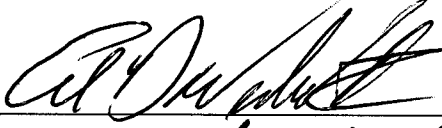
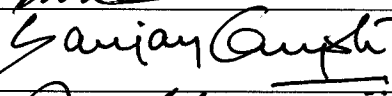

**Data Sources:**

Indirect measures: SOIs, student, employer, or alumni surveys, etc.

Direct measures: Materials collected and evaluated for program assessment purposes (tests, portfolios, specific assignments, etc.) Students will submit a 15-20 page research paper suitable for presentation at the University Undergraduate Research Symposium, a state, national, or international research conference, or a peer-reviewed journal depending on the topic and effort of the student.

Other:

**\*\*Attach a course syllabus with course outcomes/assessments and general education outcomes/assessments.\*\***

<b>Approvals:</b>	
Dept. Head: 	Date: 16 MAY 17
College/Division Exec. Comm.: 	Date: 5/17/17
Dean/Director: 	Date: 5/17/17
Graduate Exec. Comm.: (for graduate course):	Date:
Graduate Dean: (for graduate course):	Date:
Academic Committee:	Date:

Form last updated: January 6, 2010

**HCAD 4977 Research in Healthcare Business Administration**  
**Section A, summer 2015, 3 Credits**

**Prerequisites:** Course taken within last 30 hours of graduation

**Course Meetings:** **Time/Place:** Online or in class

**Instructor:** Dr. Gary Hackbarth  
**Office Phone:** 229-245-3805

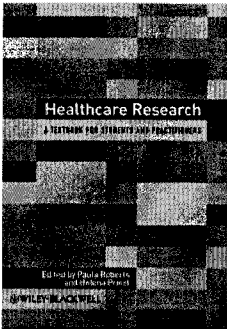
**Office:** HSBA 3213  
**Email:** ghackbarth@valdosta.edu

**Office Hours:** As scheduled or by appointment.

**Time Zone:** Eastern Standard Time (EST)

**Course Description (HCAD 4977 Research in Healthcare Business Administration):** Students will complete a Healthcare Business Administration research paper to further develop college-level critical thinking skills via reading, research and writing and may receive credit for the course only once. Graded "Satisfactory or "Unsatisfactory", the research project, must adhere to the established Healthcare Business Administration (HCAD) Research Program Guidelines.

**Required Materials:**



Healthcare Research: A Textbook For Students and Practitioners  
WILEY-BLACKWELL  
Edited by Paula Roberts and Helena Priest  
ISBN: 978-0-51932-5

**Course Syllabus:** Students are responsible for all information written in the syllabus and displayed in BlazeView.

**Open Labs:** Open Labs are now open on the third floor of the Health Sciences and Business Administration Building, i.e. HSBA 3202.

**Office of Career Opportunities:** For more information about the Office of Career Opportunities call 229-333-5942/5942 or drop by in person at Powell Hall-West, 1<sup>st</sup> and 2<sup>nd</sup> floor.

**Student Success Center:** SSC is located in Langdale Residence Hall and provides tutoring for a variety of courses, including statistics. For more information, please visit <http://ww2.valdosta.edu/ssc/>.

**Access Office/Students with Disabilities:** Students with disabilities who are experiencing barriers in this course may contact the access office for assistance in determining and implementing reasonable

accommodations. Students requesting classroom accommodations or modifications due to a documented disability must contact the Access Office for Students with Disabilities located in Farber Hall. The phone numbers are 229-245-2498 (V), 229-375-5871 (VP), and 229-219-1348 (TTY). For more information, please visit <http://valdosta.edu/access> or Email: [access@valdosta.edu](mailto:access@valdosta.edu). The Access Office will provide the instructor will appropriate documentation and details about what accommodations are allowed. It is the student's responsibility to contact the instructor and request accommodations at the appropriate times.

**Atomic Learning:** Atomic Learning offers educational institutions access to a complete training library of over 50,000 short, show-and-tell video training tutorials on over 205 of the most common applications. There is Just-In-Time (JIT) training on more than 205 of the most common software applications. There is technology how-to self-assessment to review your individual skill level. You can find a Video storytelling guide to planning and create quality movies. Atomic Learning tutorials are available to faculty, staff and students 24/7, 365 days a year. All you need do is login with your BlazeView username and password. For more information, please visit <http://www.valdosta.edu/colleges/education/atomic-learning/welcome.php>.

**VSU General Education Outcomes:** This course addresses one of VSU's general education outcomes:

*VSU General Education Outcome #5: Students will demonstrate knowledge of scientific and mathematical principles and proficiency in laboratory practices.* They will understand the basic concepts and principles underlying scientific methodology and **be able to collect, analyze, and interpret data.** They will learn a body of scientific knowledge and be able to judge the merits of arguments about scientific issues. They will be able to perform basic algebraic manipulations and to use fundamental algebraic concepts to solve word problems and equations. They will be able to **use basic knowledge of statistics to interpret and to analyze data.** They will be able to **evaluate arguments based on quantitative data.**

**Langdale College of Business Administration Goals and Learning Objectives:**

The academic programs of the Langdale College of Business Administration are accredited by the **Association to Advance Collegiate Schools of Business (AACSB)** International. Less than one-third of the business programs in the United States have achieved this distinction of quality and a small but growing number of schools outside of the United States. To maintain our commitment to quality, the Langdale College of Business Administration has identified goals and learning objectives that provide students with the knowledge, skills, and ethical and global awareness needed for successful managerial and professional careers. The goals and learning objectives addressed by this course are:

**Goal:** Business majors will be able to effectively utilize analytical skills to solve business problems.

Students will

1. demonstrate analytical skills
2. utilize analytical skills to resolve business problems

**Goal:** Business majors will be competent in the use of technology.

Students will

1. Use appropriate technology to search for & gather business information.
2. Use appropriate technology to assimilate & analyze business information.
3. Use appropriate technology to communicate business information.

**Personal Issues:** Personal issues sometimes arise that may prevent a student from completing their class work in a timely and effective manner. Should such a situation arise, whatever it might be, Valdosta State University, the Langdale College of Business Administration, other Faculty and I would appreciate the opportunity to assist you in resolving and moving forward past any issue you might have. We need to know about it to help you.

If you experience difficulty in this course, consult with your instructor immediately. If you wait until the last few weeks of class to get help from the instructor, it is too late!

Student grades will only be discussed in the BlazeView password protected system.

**Course Project:** Students will create a research project following the research process as outlined in the textbook.

**Course Grade:** Your course grade will reflect your *performance*, not effort. You will be graded:

Satisfactory/Unsatisfactory

**Extra Credit Assignments:** There will be no individual extra credit opportunities.

**Make-up Policy:** Make-up work or alternative assignments will be determined by the professor and at the sole discretion of the professor. These assignments may or may not exactly duplicate the original research project and will not entitle other students to the same alternatives since they may not have experienced the same situations.

**Late Assignments:** Late assignments may be accepted at the instructor's discretion. The due date of the research project will be posted and announced in the syllabus.

**Academic Honesty:** Students are expected to follow the Student Code of Conduct, as published by VSU: "Academic integrity is the responsibility of all VSU faculty and students. Faculty members should promote academic integrity by including clear instruction on the components of academic integrity and clearly defining the penalties for cheating and plagiarism in their course syllabi. Students are responsible for knowing and abiding by the Academic Integrity Policy as set forth in the student Code of Conduct and the faculty members syllabi. All students are expected to do their own work and to uphold a high standard of academic ethics. All students are expected to do their own work and to uphold a high standard of academic ethics."

The full code is available at the following web

address: <http://www.valdosta.edu/academic/AcademicHonestyPoliciesandProcedures.shtml>

Students found to have not completed their own work, as determined by the instructor, will receive a zero for that assignment. Each infraction will be reported in accordance with the Valdosta State University Academic Honesty Policy and the Student Code of Conduct. Multiple infractions may lead to a lowering of the course grade, a failing grade, or dismissal from the course.



**Email:** Contact me inside of the BlazeView Portal. This course uses “only” your VSU Email address. Your instructor will make use of email to communicate with you and may distribute class materials as attachments to email. Therefore, you are expected to maintain and regularly check a valid valdosta.edu email account. Further, your instructor will only respond to emails from a valdosta.edu email address. This allows me to answer your questions in a secure and timely manner. There is one exception, I will also respond to emails sent to [ghackbarth@valdosta.edu](mailto:ghackbarth@valdosta.edu) but this is not a secure environment. There may be changes to BlazeView coming in the future that will allow more flexible email communications but for now, I would appreciate your using BlazeView to communicate with me. Any email from another email address will be considered junk mail and promptly deleted.

- Email is a professional communication. Help me help you! Please consider these suggested guidelines when communicating with your instructor:
  - Use the proper honorific (Dr., Professor, etc.)
  - Include who you are (complete name), course, and section.
  - State the problem or issue as clearly as possible
  - Provide the necessary relevant background.
  - Discuss the issue or problem in the proper context.
  - What would you like the resolution to the problem or issue to be?
  - Be concise. Limit your words but be clear and factual.
  - Use proper grammar and spelling.
  - If you provide a screen shot or graphic, explain what it is I should be seeing.
  - Remember that Emails are a formal communication tool. They are not informal and they are saved. People will remember what you say and how you say it. If you can't put a smiley face at the end, don't send it!

**Withdrawals:** Students may withdraw from courses after drop/add until mid-term with a grade of “W.” After mid-term, a student may withdraw from a class *only for non-academic hardships*. A petition for exception will be required. All other withdrawals after mid-term will be considered “WF.” It is the responsibility of the student to complete the withdrawal process. Effective fall 2010, all undergraduates are limited to five (5) course withdrawals during their entire enrollment at VSU. See the VSU catalog for full details of the “5 W policy.”

**Student Opinion of Instruction:** As students in this class, at the end of the term, all of you will be expected to complete an online Student Opinion of Instruction survey (SOI) that will be available through Banner. You will receive a notification at your VSU e-mail address when the SOI is available, usually at least one week before the end of the term. SOI responses are anonymous, and as your instructor, I will be able to view only a summary of all responses two weeks after final grades have been submitted. Although I will not see individual responses, I will be able to determine who filled out an SOI and who did not. Complete information about SOIs, including how to access them is available at <http://www.valdosta.edu/academics/academic-affairs/sois/directions-for-accessing-and-completing-sois.php>.

**Class Schedule:**

Here is the class schedule. I reserve the right to change the schedule at any time; however, I will also provide ample notification for any changes that are made. If you have any conflicts associated with these due dates for athletics, SIFE, or any other extra-curricular activity, please make arrangements with me at your earliest possible convenience.

<b>WK</b>	<b>Date</b>	<b>Topic</b>
<b>1</b>		<b>Identify a Research Area/Topic</b>
<b>2</b>		<b>Review Relevant Literature</b>
<b>3</b>		<b>State Research Questions/Goals</b>
<b>4</b>		<b>Methodology</b>
<b>5</b>		<b>Study Design</b>
<b>6</b>		<b>Collect and Analyze</b>
<b>7</b>		<b>Interpret results</b>
<b>8</b>		<b>Produce a Research Report</b>
<b>9</b>		<b>Disseminate/Publish Results</b>
<b>10</b>		<b>Additional time as required</b>
<b>11-16</b>		<b>Submit Project and make Presentation</b>

RECEIVED

**REQUEST FOR A NEW COURSE**

MAY 18 2017

Valdosta State University

**Date of Submission:** 05/01/2017 (mm/dd/yyyy)

OFFICE OF THE REGISTRAR  
VALDOSTA STATE UNIVERSITY

**Department Initiating Request:**  
Management and Healthcare Administration

**Faculty Member Requesting:**  
Ed Walker

**Proposed New Course Prefix & Number:**  
(See course description abbreviations in the catalog for approved prefixes)  
MGNT 4600

**Proposed New Course Title:**  
Project Management  
  
**Proposed New Course Title Abbreviation:**  
(For student transcript, limit to 30 character spaces)  
Project Management

**Semester/Year to be Effective:**  
Spring 2018

**Estimated Frequency of Course Offering:**  
As Required

**Indicate if Course will be :**     Requirement for Major     Elective

**Lecture Hours:** 3

**Lab Hours:** 0

**Credit Hours:** 3

**Proposed Course Description:** (Follow current catalogue format and include prerequisites or co-requisites, cross listings, special requirements for admission or grading. A description of fifty words or fewer is preferred.) Prerequisites: BUSA 2100, MGNT 3250. Introduces basic principles and practices of project management including organizational structures, management functions, PM life-cycle, planning, execution, control, conflict resolution, scope management, risk management, ROI, and quality.

**Justification:** Select one or more of the following to indicate why the requested change will be beneficial, giving your justification. Include and/or append relevant supporting data.

Improving student learning outcomes: This course would serve both as a requirement for the proposed Supply Chain Management major and as an elective for all BBA majors; additionally, it would serve as an elective in the HCAD major, the SCM minor, and in the OM minor. Every organization executes projects regardless of its primary business orientation. APICS, the premier professional association for supply chain and operations management, requires knowledge of project management in its CSCP (supply chain professional), SCOR-P (supply chain operations reference professional), and CPIM (production and inventory management) certification programs.

Adopting current best practice(s) in field:

Meeting Mandates of State/Federal/Outside Accrediting Agencies: This will strengthen the alignment of the proposed SCM major with APICS body of knowledge in supply chain management.

Other:

**Source of Data to Support Suggested Change:**

Indirect Measures: SOIs, student, employer, or alumni surveys, etc. 1) Proliferation of

project management as a tool in common business applications. 2) Addition of project management courses to the curriculum of other top business schools.

- Direct Measures: Materials collected and evaluated for program assessment purposes (tests, portfolios, specific assignments, etc.)

**Plans for assessing the effectiveness of the course in meeting program's learning outcomes** (i.e., how does this course fit within the current program assessment plan and what sorts of data will be collected and evaluated to determine if the course is meeting stated program or course outcomes?)

**Data Sources:**


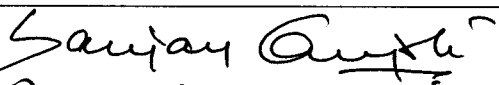
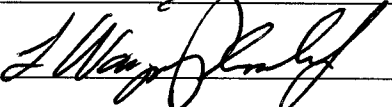
- Indirect measures: SOIs, student, employer, or alumni surveys, etc.
- Direct measures: Materials collected and evaluated for program assessment purposes (tests, portfolios, specific assignments, etc.)

Assessment for the course is through homework, exams, and a course project.

Homework and exams will be used in the assessment of each learning objective. Students will demonstrate the ability to apply several of quantitative and qualitative skills developed over the semester in their course project.

- Other:

**\*\*Attach a course syllabus with course outcomes/assessments and general education outcomes/assessments.\*\***

<b>Approvals:</b>		
Dept. Head:		Date: 16 May 17
College/Division Exec. Comm.:		Date: 5/17/17
Dean/Director:		Date: 5/17/17
Graduate Exec. Comm.: (for graduate course):		Date:
Graduate Dean: (for graduate course):		Date:
Academic Committee:		Date:

Form last updated: January 6, 2010

**MGNT4600: Project Management**  
Spring 2015  
Section A

**INSTRUCTOR:** Dr. Walker **OFFICE:** 3002L HSBA **TELEPHONE:** 245-2236

**OFFICE HOURS:** Tuesday and Thursday, 1:45 a.m. to 2:45 p.m., Wednesday 10:00 am to 2:00 pm, and by appointment.

**EMAIL:** eddwalker@valdosta.edu

**REQUIRED TEXT:** Harold Kerzner (2013) Project Management: A Systems Approach to Planning, Scheduling, and Controlling, 11th Edition. Hoboken, NJ: Wiley.

**COURSE DESCRIPTION:** Prerequisite: MGNT4000. This course Introduces basic principles and practices of project management including organizational structures, management functions, PM life-cycle, planning, execution, control, conflict resolution, scope management, risk management, ROI, and quality..

**Course Objectives:**

1. Business majors will be competent in management-specific areas.
  - A. Students will be aware of the strategic impact of organizational structures in effective PM.
  - B. Students will understand management functions in PM.
  - C. Students will be aware of the conflict resolution process.
  - D. Students will know how to plan, execute and control projects.
  - E. Students will understand various network scheduling techniques.
  - F. Students will understand pricing and trade-offs.
  - G. Students will be aware risk management.
  - H. Students will know how quality applies to PM.

**GRADING:**

Three True/False, Fill in Blank, short essay exams @ 100 points .....300 points  
Final Exam (Multiple Choice).....150 points  
Total Possible Points.....450 points  
A = 90% and above, B = 80% to 89%, C = 70% to 79%, D = 60% to 69%, F = Below 60%