

MA ELR-PrgRsv-2017-02-02

- The workflow icon is no longer available. Please click on the Page Status after the orange circle icon near the page title. *

Form Information

 **The page you originally access is the global template version. To access the template document that progresses through the workflow, please complete the following steps:**

First Step: ONLY change the text in the [brackets] so it looks like this: **Bachelors in Criminology Pre-Law-PrgRsv-2015-08-10**

- If DUAL LISTED list BOTH courses in the page title***

Second Step: Click "SAVE" on bottom right

- DO NOT TYPE ANYTHING INTO THE FIRST PAGE OTHER THAN THE TEXT IN BRACKETS***
- Please be sure to remove the Brackets while renaming the page***

Third Step: Make sure the word **DRAFT** is in yellow at the top of the proposal

Fourth Step: Click on "**EDIT CONTENTS**" (not EDIT) and start completing the template. When exiting or when done, click "**SAVE**" on bottom right

When ready to submit click on the workflow icon and hit approve. It will then move to the chair as the next step in the workflow.

**Indicates a required field*

Proposer*	David M. Piper	Proposer Email*	dpiper@iup.edu
Contact Person*	David M. Piper	Contact Email*	dpiper@iup.edu
Proposing Department/Unit*	Employment and Labor Relations	Contact Phone*	724-357-4470

Program Revision Options (Check all that apply)

Program Revision - Correct Graduate Catalog to reflect current application requirements

The revision changes the Graduate Handbook GPA requirement for the published 3.0 GPA to the departments actual GPA requirement of 2.6. For some reason the GPA requirement of 3.0 that is currently published in the Handbook is not correct. The department has used application requirements consistent with the graduate schools minimum requirements of GPA of 2.6 (within 5 years) and GPA of 2.4 (after 5 days)

** Teacher Education: Please complete the Teacher*

Education section of this form (below)

** Liberal Studies: Please complete the Liberal Studies*

section of this form (below)

Course Level:*	graduate-level
-----------------------	----------------

Rationale for Proposed Changes

(A) Why is the program being revised?*	The program has used the Graduate School GPA requirements for several years. It was just discovered that the Graduate Catalog did not reflect this change. The Department is putting this program revision through to officially correct the graduate handbook. The ELR Department uses minimum GPA requirements of 2.6 (for students who have graduated in the past 5 years) and a GPA of 2.4 (for those student who have graduated beyond 5 years).
(B) Identify ALL Program Student Learning Outcomes (SLO). Identify any SLOs that have be changed in response to the Program Revision .*	No substantial changes. The learning outcomes for the program remain the same.

(C) Implications of the change on the program, other programs and the Students:*	
---	--

Program Information	
----------------------------	--

(D) Current Program Title*	Employment and Labor Relations
-----------------------------------	--------------------------------

Proposed Program Title <i>(if changing)</i>	
---	--

(E) Current Narrative Catalog Description <i>If copying from current</i>	<p>UG Course Catalog: http://www.iup.edu/registrar/catalog/</p> <p>Grad Course Catalog: http://www.iup.edu/graduatestudies/catalog/</p> <p>The Master of Arts in Employment and Labor Relations is a multidisciplinary, graduate-degree program Page 28 2016-2017 Indiana University of Pennsylvania Graduate Catalog designed to prepare professional practitioners in the field of employment and labor relations in public and private management, unions, government agencies, and neutral and service organizations. The 36- semester-hour program consists of a required core of 21 semester hours and elective course offerings totaling 15 semester hours. In consultation with the advisor, each student will individually build the elective sequence of the program of study by choosing 15 elective semester hours from among employment and labor relations courses and courses approved by the advisor that are offered by other departments. Students are strongly encouraged to elect an internship to integrate theory and practice in the field.</p>
--	--

cat
alo
g
ent
ry,
ple
as
e
pa
ste
into

W
or
d
or
No
tep
ad
firs
t
to

eli
mi
nat
e
pot
ent
ial
iss
ue
s
with

for
ma
ttin
g
or
sp
eci
al
ch
ar
act
ers

in
the
tex
t.

Proposed Narrative

Catalog Description

(if changing)

(F) Current and Proposed

Program Requirements

Attach a Word document showing a side-by-side comparison of the current and proposed program requirements.



ELR side by side.docx

clearly label the attachment as Program Requirements.

(G) Supporting Documents*	Are you making a major change?				
	NO				
	If making a major change, please attach a document with a summary of any/all changes. Please clearly label the attachment as Supporting Documentation.				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">File</th> <th style="width: 50%; text-align: center;">Modified</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Microsoft Word Document ELR side by side.docx</td> <td style="text-align: center;">Feb 24, 2017 by David M. Piper</td> </tr> </tbody> </table>	File	Modified	Microsoft Word Document ELR side by side.docx	Feb 24, 2017 by David M. Piper
File	Modified				
Microsoft Word Document ELR side by side.docx	Feb 24, 2017 by David M. Piper				

Liberal Studies Section

- Complete this section only for a new Liberal Studies course or Liberal Studies course revision

If Completing this Section, Check the Box to the Right:	NOTE: you must check this box if the Course/Program has previously been approved for Liberal Studies
--	---

Liberal Studies Course Designations (Check all that apply)	
Learning Skills:	
Knowledge Area:	
Liberal Studies Elective	<i>Please mark the designation(s) that apply - must meet at least one</i>
Expected Undergraduate Student Learning Outcomes (EUSLOs)	<i>Describe how each Student Learning Outcome in the course enables students to become Informed Learners, Empowered Learners and/or Responsible Learners See http://www.iup.edu/WorkArea/DownloadAsset.aspx?id=181694</i>
Description of the Required Content for this Category	<i>Narrative on how the course will address the Selected Category Content</i>
All Liberal Studies courses are required to include perspectives on cultures and have a supplemental reading. Please answer the following questions.	
Liberal Studies courses must include the perspectives and contributions of ethnic and racial minorities and of women whenever appropriate to the subject matter. Please explain how this course will meet this criterion.	

<p>Liberal Studies courses require the reading and use by students of at least one non-textbook work of fiction or non-fiction or a collection of related articles. Please describe how your course will meet this criterion.</p>	
--	--

Teacher Education Section

- Complete this section only for a new Teacher Education course or Teacher Education course revision

<p>If Completing this Section, Check the Box to the Right:</p>	<p>NOTE: you must check this box if the Course/Program has previously been approved for Teacher Education related items</p>				
<p>Course Designations:</p>					
<p>Key Assessments</p>					
<p>Narrative Description of the Required Content</p>	<p>For both new and revised courses, please attach (see the program education coordinator):</p> <ul style="list-style-type: none"> • The Overall Program Assessment Matrix • The Key Assessment Guidelines • The Key Assessment Rubric <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; padding: 5px;">File</th> <th style="text-align: left; padding: 5px;">Modified</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Microsoft Word Document ELR side by side.docx</td> <td style="padding: 5px;">Feb 24, 2017 by David M. Piper</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Drag and drop to upload or browse for files 	File	Modified	Microsoft Word Document ELR side by side.docx	Feb 24, 2017 by David M. Piper
File	Modified				
Microsoft Word Document ELR side by side.docx	Feb 24, 2017 by David M. Piper				
<p>Narrative Description of the Required Content</p>	<p><i>How the proposal relates to the Education Major</i></p>				

Please scroll to the top and click the Page Status if you are ready to take action on the workflow.
Please submit an ihelp if you have any questions <http://ihelp.iup.edu>