

LSC Use Only  
Number: \_\_\_\_\_  
Submission Date: \_\_\_\_\_  
Action-Date: \_\_\_\_\_

UWUCC USE Only  
Number: 01-25  
Submission Date: \_\_\_\_\_  
Action-Date: Not Approved  
9/18/01

**CURRICULUM PROPOSAL COVER SHEET**  
University-Wide Undergraduate Curriculum Committee

**I. CONTACT**

Contact Person Jodell Kuzneski Phone 7-2558  
Department Department of Nursing and Allied Health Professions

**II. PROPOSAL TYPE (Check All Appropriate Lines)**

|                                                                |                                                           |
|----------------------------------------------------------------|-----------------------------------------------------------|
| _____ COURSE                                                   | _____                                                     |
|                                                                | <small>Suggested 20 character title</small>               |
| _____ New <del>Courses</del> *<br>Prefix                       | <u>HHS</u><br><small>Course Number and Full Title</small> |
| _____ Course Revision                                          | _____<br><small>Course Number and Full Title</small>      |
| _____ Liberal Studies Approval +<br>for new or existing course | _____<br><small>Course Number and Full Title</small>      |
| _____ Course Deletion                                          | _____<br><small>Course Number and Full Title</small>      |
| _____ Number and/or Title Change                               | _____<br><small>Old Number and/or Full Old Title</small>  |
|                                                                | _____<br><small>New Number and/or Full New Title</small>  |
| _____ Course or Catalog Description Change                     | _____<br><small>Course Number and Full Title</small>      |
| _____ PROGRAM:                                                 | _____ Major _____ Minor _____ Track                       |
| _____ New Program *                                            | _____<br><small>Program Name</small>                      |
| _____ Program Revision *                                       | _____<br><small>Program Name</small>                      |
| _____ Program Deletion *                                       | _____<br><small>Program Name</small>                      |
| _____ Title Change                                             | _____<br><small>Old Program Name</small>                  |
|                                                                | _____<br><small>New Program Name</small>                  |

**III. Approvals (signatures and date)**

Department Curriculum Committee

Mary E. Smith 5/2/01  
College Curriculum Committee

Department Chair

Jodell Kuzneski 4-30-01  
Charles C. Zeno 5-7-01  
College Dean

+ Director of Liberal Studies (where applicable)

\*Provost (where applicable)

## Part II. Description of Curriculum Change

Description: The College of Health and Human Services requests the establishment of a new course prefix. The proposed prefix is **HHS** and will be used to represent courses owned collectively by all of the departments within the College of Health and Human Services. Examples of courses that may be proposed with a HHS prefix include variable topics, study tour, honors, and freshmen year courses. It is expected that courses proposed with a HHS prefix will be interdisciplinary in nature and may be taught by a faculty member or faculty team within the college.

Rationale: Faculty in the College of Health and Human Services have an interest in proposing courses for which a college-wide prefix would be appropriate. For example, several faculty in the college have taught the special topics courses Issues in Aging and Issues in Women's Health. These team-taught courses are interdisciplinary in nature and have a broad appeal to students not only in the College of Health and Human Services but other university students as well. It is cumbersome to cross-list these courses with multiple departments (potentially 8 departments and 13 different prefixes). The use of a college-wide prefix more clearly communicates the orientation of such a course.

Implementation: Faculty wishing to propose a course with the HHS prefix will follow the standing course approval process in the college. Requests to use the HHS prefix for special topics courses will also follow the standing approval process in the college for such courses. Effective date for use of the HHS prefix is targeted for Spring 2002.

## Part III. Letters of Support

The attached signatures of the department chairs in the College of Health and Human Services acknowledge support for this proposal.

## **Jodell Kuzneski**

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**From:** James Byers <jbyers@grove.iup.edu>  
**To:** Jodell Kuzneski <kuzneski@grove.iup.edu>  
**Sent:** Thursday, March 29, 2001 8:19 AM  
**Subject:** Re: proposal for HHS prefix

The ILR Department supports the establishment of the HHS Prefix.

----- Original Message -----

**From:** Jodell Kuzneski  
**To:** Joanne Steiner ; Jim Mill ; Jeff Miller ; Linda Nelson ; Jim Byers ; Lon Ferguson ; Al Wutsch  
**Cc:** Carleen C. Zoni ; Kathleen M. Rourke  
**Sent:** Friday, March 23, 2001 5:27 PM  
**Subject:** proposal for HHS prefix

I have drafted the proposal for the use of the HHS prefix and a copy is attached for your review. The curriculum committee in my department will review and sign off on this on Monday, March 26 and then I will ask for a department faculty vote via mailbox ballots so as not to delay until our next faculty meeting. Once approved in the department, I will prepare the cover sheet and take the responsibility for moving this through the college and on to the UWUCC.

To all chairs....please send me an email indicating your support for the establishment of the HHS prefix. I will print and attach to the proposal. Deadline---immediately.

Any suggestions for editing the proposal are also welcomed.

**Jodell Kuzneski**

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**From:** Albert Wutsch <wutsch@grove.iup.edu>  
**To:** Jody Kuzneski <Kuzneski@grove.iup.edu>  
**Sent:** Monday, March 26, 2001 9:44 AM  
**Subject:** HHS prefix

Jody,

I have reviewed the establishment of the HHS prefix with our faculty and the Culinary department all support the HHS prefix.

Thanks  
ASW

3/27/01

**Jodell Kuzneski**

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**From:** LINDA NELSON <LNELSON@grove.iup.edu>  
**To:** <kuzneski@grove.iup.edu>  
**Sent:** Friday, March 23, 2001 11:08 PM  
**Subject:** Re: proposal for HHS prefix

Jody,  
I support the establishment of the HHS prefix for use by our college.  
Linda Nelson

3/27/01

**Jodell Kuzneski**

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**From:** jmillar <jmillar@grove.iup.edu>  
**To:** Jodell Kuzneski <kuzneski@grove.iup.edu>  
**Sent:** Sunday, March 25, 2001 7:56 PM  
**Subject:** RE: proposal for HHS prefix

>===== Original Message From Jodell Kuzneski <kuzneski@grove.iup.edu> =====

>I have drafted the proposal for the use of the HHS prefix and a copy is attached for your review. The curriculum committee in my department will review and sign off on this on Monday, March 26 and then I will ask for a department faculty vote via mailbox ballots so as not to delay until our next faculty meeting. Once approved in the department, I will prepare the cover sheet and take the responsibility for moving this through the college and on to the UWUCC.

>

>

>To all chairs....please send me an email indicating your support for the establishment of the HHS prefix. I will print and attach to the proposal. Deadline---immediately.

>

>Any suggestions for editing the proposal are also welcomed.

I support the proposal of the establishment of an HHS prefix.

Jeffrey Miller  
Chairperson  
HRIM

## **Jodell Kuzneski**

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**From:** Lon Ferguson <ferguson@grove.iup.edu>  
**To:** Jodell Kuzneski <kuzneski@grove.iup.edu>  
**Cc:** Lon Ferguson <ferguson@grove.iup.edu>  
**Sent:** Monday, March 26, 2001 10:20 AM  
**Subject:** Re: proposal for HHS prefix

Hi Jody:

On behalf of the Safety Sciences Department, we are in support of the proposal to develop the HHS prefix. Please let me know if you need any additional information and I look forward to providing input on the Safety Sciences portion of this course content.

Dr. Lon H. Ferguson  
Chairperson - Safety Sciences  
116 Johnson Hall  
Indiana, PA 15705  
(724) 357-3018

----- Original Message -----

**From:** Jodell Kuzneski  
**To:** Joanne Steiner ; Jim Mill ; Jeff Miller ; Linda Nelson ; Jim Byers ; Lon Ferguson ; Al Wutsch  
**Cc:** Carleen C. Zoni ; Kathleen M. Rourke  
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Any suggestions for editing the proposal are also welcomed.

**Jodell Kuzneski**

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From: Joanne Steiner <jsteiner@grove.iup.edu>  
To: Jodell Kuzneski <kuzneski@grove.iup.edu>  
Sent: Wednesday, April 18, 2001 2:14 PM  
Subject: Re: proposal for HHS prefix

Thank you for your willingness to prepare this proposal for the HHS. The Department of Food and Nutrition fully supports the proposal.  
Joanne Steiner

Jodell Kuzneski wrote:

I have drafted the proposal for the use of the HHS prefix and a copy is attached for your review. The curriculum committee in my department will review and sign off on this on Monday, March 26 and then I will ask for a department faculty vote via mailbox ballots so as not to delay until our next faculty meeting. Once approved in the department, I will prepare the cover sheet and take the responsibility for moving this through the college and on to the UWUCC. To all chairs....please send me an email indicating your support for the establishment of the HHS prefix. I will print and attach to the proposal. Deadline---immediately. Any suggestions for editing the proposal are also welcomed.

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Joanne B. Steiner  
Chair, Food and Nutrition