

## REQUEST TO COLLEGE CURRICULUM COMMITTEE FOR CURRICULAR IMPROVEMENTS

DEPARTMENT: *ELRT* PROPOSED EFFECTIVE SEMESTER: *Fall 2016* COLLEGE: *CoEHD*

## PROPOSED IMPROVEMENTS

## Academic Program

- ☐ New degree\*  
☐ New major\*  
☐ New curriculum\*  
☐ New concentration\*  
☐ New certificate  
☐ New minor  
☐ Revised major  
☐ Revised minor  
☐ Admission requirements  
☐ Graduation requirements  
☐ Deletion ☐ Transfer  
☐ Other (explain\*\*)

## Substantive Course Changes

- ☐ New course  
☐ Pre or Co-requisites  
☐ Deletion (required by others)  
☐ Course #, different level  
☐ Credit hours  
☐ Enrollment restriction  
☐ Course-level restriction  
☐ Prefix ☐ Title and description  
 (attach current & proposed)  
☐ General education (select one)  
 Not Applicable  
☐ Other (explain\*\*)

## Misc. Course Changes

- ☒ Title  
☒ Description (attach current & proposed)  
☐ Deletion (not required by others)  
☐ Course #, same level  
☐ Variable credit  
☐ Credit/no credit  
☐ Cross-listing  
☐ COGE reapproval  
☐ Other (explain\*\*)

\*\* Other:

Title of degree, curriculum, major, minor, concentration, or certificate:

Existing course prefix and #: *EMR6430* Proposed course prefix and #: Credit hours:Existing course title: *Personnel Evaluation*Proposed course title: *Evaluation II: Evaluating Products, Personnel & Policy*Existing course prerequisite & co-requisite(s): *EMR 5400*

Proposed course prerequisite(s)

If there are multiple prerequisites, connect with "and" or "or". To remove prerequisites, enter "none."

Proposed course co-requisite(s)

If there are multiple corequisites, they are always joined by "and."

Proposed course prerequisite(s) that can also be taken concurrently:

Is there a minimum grade for the prerequisites or corequisites?

The default grades are D for undergraduates and C for graduates.

Major/minor or classification restrictions:

List the Banner 4 character codes and whether they should be included or excluded.

For 5000 level prerequisites &amp; corequisites: Do these apply to: (circle one) undergraduates graduates both

## Specifications for University Schedule of Classes:

a. Course title (maximum of 30 spaces): *Eval II: Product Personnel Poli*b. Multi-topic course: ☐ No ☐ Yesc. Repeatable for credit: ☐ No ☐ Yesd. Mandatory credit/no credit: ☐ No ☐ Yes

e. Type of class and contact hours per week (check type and indicate hours as appropriate)

1. ☐ Lecture  
 2. ☐ Lab or discussion  
 3. ☐ Lecture/lab/discussion  
 4. ☐ Seminar or ☐ studio  
 5. ☐ Independent study  
 6. ☐ Supervision or practicum

CIP Code (Registrar's use only):

Chair/Director

Date *12-8-15*

Chair, College Curriculum Committee

Date *1/26/16*

Dean

Date: *1-28-16* Graduate Dean:

Date

Curriculum Manager: Return to dean ☐ Date

Forward to:

Date

Chair, COGE/PEB/FS President

Date

## FOR PROPOSALS REQUIRING GSC/USC REVIEW:

\* ☐ Approve ☐ Disapprove

Chair, GSC/USC

Date

\* ☐ Approve ☐ Disapprove

Provost

Date

1. Explain briefly and clearly the proposed improvement.

*and description*  
**Modify course title to more represent expansion of course curriculum.**

2. Rationale. Give your reason(s) for the proposed improvement. (If your proposal includes prerequisites, justify those, too.)

*and description*  
**The new course title will be more descriptive and it will more closely describe the expansion of the course curriculum.**

3. Effect on other colleges, departments or programs. If consultation with others is required, attach evidence of consultation and support. If objections have been raised, document the resolution. Demonstrate that the program you propose is not a duplication of an existing one.

*and description*  
**This change only involves modifying some words in the title and this will not impact other departments or colleges.**

4. Effect on your department's programs. Show how the proposed change fits with other departmental offerings.

**This will not have any effect on our department programs.**

5. Effects on enrolled students: Are program conflicts avoided? Will your proposal make it easier or harder for students to meet graduation requirements? Can students complete the program in a reasonable time? Show that you have considered scheduling needs and demands on students' time. If a required course will be offered during summer only, provide a rationale.

**No effects on enrolled students.**

6. Student or external market demand. What is your anticipated student audience? What evidence of student or market demand or need exists? What is the estimated enrollment? What other factors make your proposal beneficial to students?

**No effect anticipated since this course already draws students from a broad array of fields and programs of study. If anything, the expanded curriculum may attract additional students.**

7. Effects on resources. Explain how your proposal would affect department and University resources, including faculty, equipment, space, technology, and library holdings. Tell how you will staff additions to the program. If more advising will be needed, how will you provide for it? How often will course(s) be offered? What will be the initial one-time costs and the ongoing base-funding costs for the proposed program? (Attach additional pages, as necessary.)

**No effect. The existing course is already be taught on a regular schedule.**

8. General education criteria. For a general education course, indicate how this course will meet the criteria for the area or proficiency. (See the General Education Policy for descriptions of each area and proficiency and the criteria. Attach additional pages as necessary. Attach a syllabus if (a) proposing a new course, (b) requesting certification for baccalaureate-level writing, or (c) requesting reapproval of an existing course.) **N/A**

9. List the learning outcomes for the proposed course or the revised or proposed major, minor, or concentration. These are the outcomes that the department will use for future assessments of the course or program.

10. Describe how this curriculum change is a response to assessment outcomes that are part of a departmental or college assessment plan or informal assessment activities. **Nothing would change.**

11. (Undergraduate proposals only) Describe, in detail, how this curriculum change affects transfer articulation for Michigan community colleges. For course changes, include detail on necessary changes to transfer articulation from Michigan community college courses. For new majors or minors, describe transfer guidelines to be developed with Michigan community colleges. For revisions to majors or minors, describe necessary revisions to Michigan community college guidelines. Department chairs should seek assistance from college advising directors or from the admissions office in completing this section.

***Current Description in Graduate Course Catalog:***

**EMR 6430 - Personnel Evaluation**

Concepts and standards for design of personnel evaluation systems. Course requires design of a personnel evaluation system and an evaluation of the personnel evaluation system.

**Prerequisites/Corequisites:** Prerequisite: EMR 5400

**Credits:** 3 hours

**Notes:** Open to Graduate students only.

***Proposed Course Catalog Description***

**EMR 6430 – Evaluation II: Evaluating Products, Personnel and Policy**

This course is an advanced graduate seminar designed to provide an overview of theory and practice related to evaluating products, personnel, and policy. Participants will learn how to design and conduct evaluations of products, personnel, and policy. The course will require that participants design evaluations of products, personnel, and policies.

**Prerequisites/Corequisites:** Prerequisite: EMR 5400

**Credits:** 3 hours

**Notes:** Open to Graduate students only.

**WMU Webmail Plus****talbot@wmich.edu**

---

**Re: Your lucky day**

---

**From :** Louann Bierlein Palmer  
<l.bierleinpalm@wmich.edu>

Tue, Dec 08, 2015 11:22 AM

**Subject :** Re: Your lucky day

**To :** David S Reinhold  
<david.reinhold@wmich.edu>, Donna  
Talbot <donna.talbot@wmich.edu>

yea -- thanks!!

On 12/8/2015 11:13 AM, David S Reinhold wrote:

> Louann:

> Course title changes do carry through the entire catalog,  
so you don't need any additional curriculum proposals for a  
course title change. Just do the one that changes the title  
and the change will be made automatically in all programs  
that contain that course.

>

> Dave

---