

CURRICULUM REVISION PROPOSAL GUIDELINES

- A. **CURRICULUM REVISION FORM:** Use this form for changes to a single program (degree, major, concentration, teaching specialization, minor, certificate), such as:
1. Adding existing or new course(s) to the program. If adding a brand-new course, submit a separate new course proposal form and attach to this proposal.
 2. Changes in requirements for majors, minors, concentrations, certificates.
 3. Changes to program credit hours.
 4. Modifying a program description.
 5. Other substantive curriculum changes.
- B. **APPROVAL STEPS**
- College and/or Department
 - Curriculum Committee
 - Faculty Senate
- C. **DEPARTMENT REVIEW OF PROPOSALS:** Submitted proposals must have been carefully reviewed by the department as well as affected departments where applicable.
- D. **PROPOSAL SUBMISSION BY THE DEAN OR CHAIR TO PROVOST'S OFFICE:** Proposals originating from the academic unit are to be submitted electronically to the Provost's Office/Executive Director of Academic Programs by the Dean or Chair on behalf of the department.
- E. **MEMO OF SUPPORT FROM DEANS OF AFFECTED DEPARTMENTS:** If the Curriculum Committee requests these letters, attach them to the back of your proposal.
- F. **PROPOSAL SUBMISSION DATE:** Proposals may be submitted throughout the year, but *they must be received no later than **November 15** if they require action for implementation for the following academic year.* Proposals received after the deadline may not be acted on in time for implementation the next academic year.
- G. **CURRICULUM COMMITTEE MEETINGS:** The Curriculum Committee meets on the fourth Tuesday of each month. Proposals submitted to the Provost's Office/Associate Provost on or before the second Tuesday of the month will be on that month's agenda.



CURRICULUM REVISION PROPOSAL

Prepare proposal in accordance with the guidelines below and the format shown on the following pages. Should any item under the headings not pertain to your proposal, write N/A.

PROPOSAL NUMBER:

REVISION (label Revision #1, #2, etc.):

SECTION 1: CONTACT INFORMATION

Name:	Moshe Machlev
Title:	Assistant Professor
E-mail Address:	mmachlev@fairmontstate.edu
Phone Number:	304-367-4833

SECTION 2: PROGRAM INFORMATION

College:	Liberal Arts
Department:	Behavioral sciences
Title of Degree Program/Certificate:	Psychology
Degree Program Level:	Undergraduate
Date Originally Submitted:	11/07/2024
Implementation Date Requested:	01/01/2025

APPROVAL

The Deans of the affected colleges must sign below to indicate their notification and departmental approval of this proposal. Should this proposal affect any course or program in another college, a memo must be sent to the Dean of each college impacted and a copy of the memo(s) must be included with this proposal.

By signing below, you are indicating your college and department(s)'s approval of this proposal.

College	Dean's Signature
Liberal Arts	<i>James Matthews</i>

ADDITIONAL COMMENTS:

SECTION 3: Curriculum Revision Request

A. PROPOSAL ABSTRACT.

Write a brief abstract, not exceeding 200 words, describing proposed changes.
Adding two elective courses: Psychology of Humor, and Psychology in Film

B. DESCRIPTION OF THE PROPOSAL

1. Full Program Name:	Psychology
2. Current number of credit hours required for the program:	49
3. Is the program changing the number of credit hours required for the program?	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. How many credit hours will be added to the program?	0
5. How many credit hours will be deleted from the program?	0

6. Added Course(s) (If applicable): List the course(s) to be added to program (if applicable). Indicate whether the course is an existing course or will be a proposed new course.
Adding two elective courses: Psychology of Humor (PSYC 3380) Psychology in Film (PSYC 3381)
7. Deleted Courses (if applicable): List course(s) to be deleted from the program (if applicable). Indicate the term in which the course will no longer be available for students to take and the catalog in which students will not have the option to take the course.
8. Teach-out Arrangement: If a required course will be deleted from the program, what is the arrangement for current students in the program to complete the required course?

C. REVISION TO PROGRAM DESCRIPTION (if applicable)

1. Current Program Description
2. Proposed Program Description

D. RATIONALE

1. Description of the Rationale/Justification. Describe the rationale for the curriculum revision. For example, indicate the types of assessment data (e.g., surveys, interviews, capstone courses, projects, licensure exams, nationally-normed tests, locally developed measurements, accreditation reports, etc.) collected and analyzed to determine that curricular changes were warranted. Is it due to market trends? Does it reflect changes in the discipline? What are the expected results of the change?
Updating the electives to reflect new expertises.

E. RESOURCES

1. Will new faculty, be needed to support the program revision? If no new faculty are required and the revision is adding classes or substituting courses, identify how current faculty will meet the demand.
No new faculty needed and courses will be on rotation to avoid overloading.
2. Will new facilities, equipment, space modification, and/or library materials/services be needed to support the program change? Provide an estimate of the increased cost, or reduction in cost of implementation (if applicable).
No

F. PROGRAM CHANGE SUMMARY

- A. **APPENDIX A:** For degree programs, majors, and concentrations (only), use the format in Appendix A to show the Current Program and Proposed Changes.
- B. For revisions to minors and certificates, attach a document showing the current program and proposed changes. You do not need to complete Appendix A for minors and certificates.

APPENDIX A
B.X. Degree in XXXXXXXX
Current Program

Degree Requirements

Core Curriculum Courses If a core curriculum course is also listed as a required major course, place an X in the 'credits' column.		
Core Area	Course Prefix and Number	Credit Hours
First Year Seminar	SOAR 1199, HONR 1100, BSBA 1100, NURS 1025	1-3
Written Communication	ENGL 1101, ENG 1102, ENG 1103	6-7
Oral Communication	COMM 2200, COMM 2201, or COMM 2202	3
Mathematics	MATH 1407, MATH 1507, MATH 1510, MATH 1430, MATH 1530, MATH 1540, MATH 1585, MATH 2501	3-4
Humanities	ENGL 2220, ENGL 2221, ENGL 2240, FOLK 2200, HIST 2211, HIST 2212, HIST 2213, PHIL 2200, PHIL 2250, PHIL 2275	3
Fine Arts	ART 1120, ART 1141, MUSI 1106, MUSI 1120, MUSI 1167, MUSI 1168, MUSI 1169, MUSI 2247, MUSI 2277, MUSI 2279, THEA 1120	2-3
Natural Science	BIOL 1104, BIOL 1105, BIOL 1106, BIOL 1180 & 1181, CHEM 1101, CHEM 1105, GEOL 1101, GEOL 1102, PHYS 1101, PHYS 1105, SCIE 1100, SCIE 1103, SCIE 1105, SCIE 1107, SCIE 1115, SCIE 1120, SCIE 1130, SCIE 1210, SCIE 1250, SCIE 2200	4-5
Social Science	BSBA 2200, BSBA 2211, CRIM 1100, CRIM 2202, GEOG 2210, MANG 2205, POLI 2200, PSYC 1101, SOCY 1110, SOCY 2205, TECH 1100	3
Citizenship	HIST 1107, HIST 1108, POLI 1100, RECR 1141	3
Personal Development	Global Awareness: FREN 2202, SPAN 2202, LANG 1110, POLI 2210, POLI 2220 Fitness & Wellness: CRIM 2212, CHEP 1100, CHEP 1110, HLTA 1100, HLTA 2203, NUTR 1110, PHED 1100 Technology: ART 2245, BISM 1200, CIVL 2210, EDUC 2201, MATH 1550, MANF 2250, MUSM 1100, TECH 1101	2-3

Required Major Courses (XX Credit Hours)		
Course Prefix & Number	Course Name	Credit Hours
PSYC 1101	Introduction to Psychology	3
PSYC 2220	History and systems	3
PSYC 2230	Social Psychology	3
PSYC 2240	Behavioral Statistics	3
PSYC 3300	Abnormal Psychology	3
PSYC 3305	Research Methods	4
PSYC 3330	Developmental Psychology	3
PSYC 3350	Biopsychology	3
PSYC 3360 or 3370	Cognitive Psychology or Theories of learning	3
PSYC 3390	Research Capstone	3
PSYC 4400	Psychometrics	3
PSYC 4410	Theories of Personality	3
PSYC 4470	Intervention techniques and applications	3

Major Elective Courses (XX Credit Hours) – IF APPLICABLE [Electives are selected from a specific major or program]		
Course Prefix & Number	Course Name	Credit Hours
PSYC 2250	Community psychology	3
PSYC 2260	Industrial and personnel psychology	3
PSYC 2270	Intro to Social Work	3
PSYC 3310	Experimental Psychology	3
PSYC 3320	Sensation and Perception	3
PSYC 3360	PSYC 3360 may be taken as one of the required electives or in the place PSYC 3370 as a required course. PSYC 3360 may not be used as both an elective and a required course.	
PSYC 3395	Psychology of Substance abuse	3
PSYC 3399	Special topics in psychology	1-12
PSYC 4460	Seminar	3-6
PSYC 4480	Directed studies	1-3

PSYC 4485	Advanced Psychometrics	3
PSYC 4487	Practicum 1	3
PSYC 4488	Practicum 2	3
PSYC 4490	Directed research	1-3
PSYC 4491	Psychopathology of Childhood and Adolescence	3
PSYC 4493	Psychology of ageing	3
PSYC 4494	Interpersonal dynamics	3
CHEP 3320	Behavior Change Theory	3
CHEP 3345	Needs assessment	3
CHEP 3350	Program planning and evaluation	3
CHEP 3365	Health promotion communication	3
CHEP 4000	Death dying and caretaking	3
CHEP 4001	Disability, communities, & Health	3
CHEP 4420	Child welfare	3
CHEP 4450	Program funding and administration	3

Concentration Courses (XX Credit Hours) – IF APPLICABLE


[A concentration is a focused curriculum within an approved major; adds a specialization within a major area of study. Undergraduate concentrations comprise 12-18 credits; Graduate concentrations comprise 6-15 credits. Concentrations associated with certification or licensure requirements may exceed the credit limit.

Course Prefix & Number	Course Name	Credit Hours

Total Core Curriculum Credit Hours:	30-33
Total Required Major Courses Credit Hours:	40
Total Required Concentration Credit Hours:	
Total Elective Credit Hours (If applicable):	9
Total Free Electives Credit Hours:	38 to 41
TOTAL CREDIT HOURS	120

B.X. Degree in XXXXXXXX Proposed Program Degree Requirements

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PSYC 4494	Interpersonal dynamics	3
CHEP 3320	Behavior Change Theory	3
CHEP 3345	Needs assessment	3
CHEP 3350	Program planning and evaluation	3
CHEP 3365	Health promotion communication	3
CHEP 4000	Death dying and caretaking	3
CHEP 4001	Disability, communities, & Health	3
CHEP 4420	Child welfare	3
CHEP 4450	Program funding and administration	3
PSYC 3381	Psychology in Film	3
PSYC 3380	Psychology of Humor	3

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