

## Change Course Proposal Form

Submitted on 07/28/2016 by Letitia White ([LetitiaWhite@MissouriState.edu](mailto:LetitiaWhite@MissouriState.edu)).

**\*All fields require input**

This proposal applies to:

- ☒ An existing COURSE
- ☐ An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

CSD795 Advanced Clinical Practice

Will this proposal need to be reviewed by CGEIP? ☒ No ☐ Yes

Will this proposal need to be reviewed by EPPC? ☒ No ☐ Yes

Current online catalog description:

CSD 795 Advanced Clinical Practice

Prerequisite: CSD 712 or concurrent enrollment. Training in audiology, speech and language disorders, and education of the deaf and hard of hearing in clinical, hospital, school, and/or other settings. May be repeated. Supplemental course fee. 1-6 F,S,Su

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

↶ ↷ | **B** *I* ~~S~~

CSD 795 Advanced Clinical Practice

Prerequisite: Admission to CSD graduate program. Training in audiology, speech and language disorders, and education of the deaf and hard of hearing in clinical, hospital, school, and/or other settings. May be repeated. Supplemental course fee. 1-6 F,S,Su

What is changing? Check all boxes that apply.

☐ Course Code ☐ Course Number ([Check Availability](#)) ☐ Title ☒ Prerequisite

Reason for proposed change

The prerequisite is currently a class that SLP students take, but CSD 795 has sections for both SLP and EDHH graduate students. The intention of the prerequisite requirement is to prevent non CSD majors from enrolling in the clinic class. Making the prerequisite admission to the CSD graduate program will achieve this.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? ☒ No ☐ Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- ☐ Routine or annual review/assessment of curriculum
 ☒ Faculty Input
 ☒ Student Input
- ☐ Accreditation/certification compliance
 ☒ Review of catalog information
- ☐ Other (be specific):

☒ Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

04/05/2016

**Current Status:**

Grad Council Review

**Proposal Progress:**

07/28/2016 - Submitted by Department Head (Letitia White)

08/03/2016 - Reviewed by Dean (Helen Reid)

**Review Comments:**

No comments have been added to this proposal.

Copy As New Proposal



## Change Program Proposal Form

Submitted on 08/24/2016 by Hugh Gibson ([Hughgibson@missouristate.edu](mailto:Hughgibson@missouristate.edu)).

Department:

Kinesiology

Type of Program

Choose One:

- ☒ Major (Non-Comprehensive/Graduate Program)      ☐ Minor      ☐ Academic Rules
- ☐ Comprehensive Major      ☐ Certificate      ☐ Other
- ☐ Option      ☐ Certification

Title of Program Affected:

Recreation, Sport, and Park Administration-BS

**Current Catalog Description:** (Either cut and paste present description from online catalog **OR** provide as an attachment below)

Recreation, Sport, and Park Administration  
Major(s)  
Recreation, Sport, and Park Administration (Comprehensive)  
Bachelor of Science  
A General Education Requirements - see General Education Program and Requirements section of catalog  
Specific General Education Requirement: KIN 210(3) or KIN 286(3)  
B Major Requirements (74-78 hours) Note: All other coursework (including General Education Program, major(s), minor(s), if applicable), and all General Baccalaureate Degree Requirements, must be completed prior to taking REC 491, Recreation, Sport, and Park Administration Internship.  
1 Core Requirements (47-51 hours)  
a Complete the following courses: REC 152(3), 190(3), 200(3); REC 211(3) or 311(3) or 411(3); REC 330(3), 335(3), 390(3), 410(3), 422(3), 423(3), 490(1), 491(8 or 12)  
b Complete the following statistics course: REC 328(3)  
c Complete at least 5 hours of skills classes, with advisor approval, from the areas below with a maximum of 4 hours from any one area:

- 1 Arts and Crafts: ART 100(3), 115(3), 212(3), 255(3); CIS 205(3)
  - 2 Dance and Rhythms: KIN 125(1), 240(2), 270(1); MUS 100(2), 103(3), 104(3), 133(1), 135(1), 137(1)
  - 3 Drama and Theater: ENG 334(3); THE 224(1), 255(2), 506(3)
  - 4 Outdoor Education Activities: AGS 161(3), 162(1); MIL 101(2), 102(2), 211(2); KIN 110(1), 114(1), 260(2); REC 160(1), 451(3)
  - 5 Sports: KIN 112(1), 113(1), 118(1), 127(1), 130(1), 133(1), 135(1), 143(1), 145(1), 147(1), 149(1), 234(2), 264(2), 273(1)
  - 2 Complete 27 hours, with advisor approval, from one of the following emphases:
    - a Health and Wellness Promotions:
    - b Prepares students for various opportunities in the fitness industry, health-related services, and wellness management and promotion. Select 27 hours from Required Courses: KIN 257(2), 350(3), 360(4), 362(4), 569(4); REC 415(3); KIN 281(1) or 282(1); BMS 130(3) or BMS 240(3); MKT 150(3) or MKT 350(3)
    - c Parks and Outdoor Recreation:  
Prepares students for careers in parks and outdoor recreation and outdoor education within the public or private sector in adventure recreation, outdoor recreation/education facilities, or government natural resource management agencies. Must take the following 18 required hours: REC 211(3), 302(3), 311(3), 325(3), 411(3), 415(3). Select 3 hours from Outdoor Skills: REC 160(1), 451(3); KIN 110(1), 114(1), 135(1). Select 3 hours from Leadership/Education: CFD 163(3), CFD 361(3); COM 205(3), 325(3). Select 3 hours from Environmental Integration: AGN 143(3); BIO 373(3); GLG 171(3), 350(3); GRY 108(3), 300(3), 301(3), 351(3).
    - d Recreation Management:  
Prepares students for careers in administering recreation services and events in the Armed Forces, municipal parks and recreation departments, campus recreation, sporting goods retail, facility management, residential camps, resort recreation, travel, tourism and hospitality industry, meeting planning, and not-for-profit organizations: at-risk youth organizations, Boys and Girls Clubs, church recreation, Scouting, and YMCA. Select 15 hours from Required Courses: REC 406(3), 415(3); BUS 135(3); MGT 286(3); MGT 340(3) or PSY 305(3). Select 12 hours from electives: REC 160(1), 302(3), 305(1), 320(3), 325(3), 451(3); MGT 410(3); MKT 350(3), 355(3), 485(3); PLS 351(3).
    - e Sport Administration:  
Prepares students for careers in leadership opportunities in administering athletic programs, athletic teams, competitive sport camps and clinics, facilities and leagues; managing various sport entities, including Olympic training sites, municipal league programs, youth sport agencies, tournament management, sport administration and marketing, special event planning, retail sports industries, and coaching at the college or above level. Complete 16 hours from Required Courses: KIN 386(3), 485(2); REC 406(3), 415(3); BUS 135(3); MGT 286(3). Select 11 hours from electives: KIN 218(2), 234(2); REC 325(3), 405(2); BUS 307(2); MGT 340(3), 410(3).
    - f Therapeutic Recreation: This emphasis has been temporarily suspended and is not being offered at this time. Contact the Kinesiology Department for more information.
  - 3 First Aid Proficiency: Each major must show proficiency in First Aid and Cardio Pulmonary Resuscitation (CPR). Students must provide copies of their current First Aid and CPR cards/certifications to the internship coordinator prior to enrolling in REC 491 and maintain current certifications throughout the internship. Certifications can be completed by the following:
    - 1 Complete the American Red Cross First Aid course and CPR course and obtain certification (see [www.redcross.org](http://www.redcross.org) for information)
    - 2 Complete the American Heart Association First Aid course and CPR course and obtain certification (see [www.americanheart.org](http://www.americanheart.org) for information)
    - 3 Emergency Medical Technician (EMT) certification
    - 4 Public Affairs Capstone Experience will be fulfilled by completion of REC 335(3) and 491(8 or 12).
    - 5 General Baccalaureate Degree Requirements - see General Baccalaureate Degree Requirements section of catalog
- Recreation, Sport, and Park Administration (Non-Comprehensive)
- Bachelor of Science

A General Education Requirements - see General Education Program and Requirements section of catalog)

Specific General Education Requirement: KIN 210(3) or KIN 286(3)

B Major Requirements (56-60 hours) Note: All other coursework (including General Education Program, major(s), minor(s), if applicable), and all General Baccalaureate Degree Requirements, must be completed prior to taking REC 491, Recreation, Sport, and Park Administration Internship.

1 Core Requirements (47-51 hours)

a Complete the following courses: REC 152(3), 190(3), 200(3); REC 211(3) or 311(3) or 411(3); REC 330(3), 335(3), 390(3), 410(3), 422(3), 423(3), 490(1), 491(8 or 12)

b Complete the following statistics courses: REC 328(3)

c Complete at least 5 hours of skills classes, with advisor approval, from the areas below with a maximum of 4 hours from any one area:

1 Arts and Crafts: ART 100(3), 115(3), 212(3), 255(3); CIS 205(3)

2 Dance and Rhythms: KIN 125(1), 240(2), 270(1); MUS 100(2), 103(3), 104(3), 133(1), 135(1), 137(1)

3 Drama and Theater: ENG 334(3); THE 224(1), 255(2), 506(3)

4 Outdoor Education Activities: AGS 161(3), 162(1); MIL 101(2), 102(2), 211(2); KIN 110(1), 114(1), 260(2); REC 160(1), 451(3)

5 Sports: KIN 112(1), 113(1), 118(1), 127(1), 130(1), 133(1), 135(1), 143(1), 145(1), 147(1), 149(1), 234(2), 264(2), 273(1)

2 Complete, with advisor approval, 9 hours from one of the following emphases:

a Recreation Management:

b Prepares students for careers in administering recreation services and events in the Armed Forces, municipal parks and recreation departments, campus recreation, sporting goods retail, facility management, residential camps, resort recreation, travel, tourism and hospitality industry, meeting planning, and not-for-profit organizations: at-risk youth organizations, Boys and Girls Clubs, church recreation, Scouting, and YMCA. Complete the following 3 Required Courses: REC 406(3), 415(3); MGT 340(3) or PSY 305(3).

c Sport Administration:

d Prepares students for careers in leadership opportunities in administering athletic programs, athletic teams, competitive sport camps and clinics, facilities and leagues; managing various sport entities, including Olympic training sites, municipal league programs, youth sport agencies, tournament management, sport administration and marketing, special event planning, retail sports industries, and coaching at the college or higher level. Complete the following 3 Required Courses: REC 325(3), 406(3), 415(3).

3 First Aid Proficiency: Each major must show proficiency in First Aid and Cardio Pulmonary Resuscitation (CPR). Students must provide copies of their current First Aid and CPR cards/certifications to the internship coordinator prior to enrolling in REC 491 and maintain current certifications throughout the internship. Certifications can be completed by the following:

a Complete the American Red Cross First Aid course and CPR course and obtain certification (see [www.redcross.org](http://www.redcross.org) for information)

b Complete the American Heart Association First Aid course and CPR course and obtain certification (see [www.americanheart.org](http://www.americanheart.org) for information)

c Emergency Medical Technician (EMT) certification

4 Public Affairs Capstone Experience will be fulfilled by completion of REC 335(3) and 491(8 or 12).

C Minor required (or second major)

D General Baccalaureate Degree Requirements - see General Baccalaureate Degree Requirements section of catalog

Minor(s)

Recreation, Sport, and Park Administration

Bachelor of Arts

Bachelor of Science

1 Complete the following six courses: REC 152(3), 190(3), 205(3), 390(3), 422(3), 423(3)

2 Complete one of the following courses: REC 211(3), 311(3), 411(3)






Accelerated Master's Program in Health Promotion and Wellness Management  
Students enrolled in programs in the Department of Kinesiology may be accepted into the Health Promotion and Wellness Management program after admission requirements for the accelerated master's option are met. Once accepted for early admission, up to 12 credit hours of approved 600 and 700-level coursework (Mixed Credit) may be counted toward both the undergraduate and graduate degree programs.

The accelerated option allows majors in the Department of Kinesiology who are interested in health promotion and wellness management to complete the requirements for the graduate degree in three semesters and a summer rather than the typical four semesters and a summer. Refer to the Graduate Catalog for more information.

For courses to be designated as Mixed Credit, the graduate advisor, undergraduate department head, and Graduate College dean must approve by signing the Permission for Mixed Credit form. This form must be provided to the Office of the Registrar in Carrington Hall 320 no later than the end of the Change of Schedule Period for the semester.

 Not Attached

**Complete New Catalog Description:** (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)



Attached

**What is changing? Check all boxes that apply:**

- ☐ Title change
- ☐ From option to program (major)
- ☒ Course changes of under 18 hours
- ☐ From program (major) to option
- ☐ Course changes of 18 hours or more

☒ Other

Added 1 hour to major requirements. Added 4 hours to our core and changed out courses. Subtracted 3 hours from our emphasis areas.

**Reason for Proposed Change:**

To meet the changing needs of profession, and to bring bring our already nationally accredited program to even better alignment with our national organization. These changes will also better prepare our students to meet the changing demands of the profession at local, state and national levels.

**What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)**

04/18/2016

**Current Status:**

Department Head Review

**Proposal Progress:**

This proposal is waiting for its first review.

## Review Comments:

No comments have been added to this proposal.

Copy As New Proposal



Last Modified: 07/17/2015 • [Disclaimer](#) • [Accessibility](#) • [EO/AA/M/F/Veterans/Disability](#)

© 2016 [Board of Governors](#), Missouri State University • Maintained by: [Computer Services - MIS](#) • [Contact Information](#)

# Recreation, Sport, and Park Administration

Major(s)

Recreation, Sport, and Park Administration  
(Comprehensive)

Bachelor of Science

A General Education Requirements - see General Education Program and Requirements section of catalog Specific General Education Requirement: KIN 210(3) or KIN 286(3)

B Major Requirements (745-789 hours) Note: All other coursework (including General Education Program, major(s), minor(s), if applicable), and all General Baccalaureate Degree Requirements, must be completed prior to taking REC 491, Recreation, Sport, and Park Administration Internship.

1 Core Requirements (~~47-51-55~~ hours)

a Complete the following courses: REC 152(3), 190(3), 205200(3); REC 211(3) or 311(3) ~~or 411(3)~~; REC 302(3), REC 330(3), REC 328(3), 335(3), 390(3), 406(3), 410(3), 415(3), 422(3), 423(3), 490(1), 491(8 or 12)

b Complete the following statistics course: REC 328(3)

eb Complete at least 53 hours of skills classes, with advisor approval, from the areas below. ~~with a maximum of 4 hours from any one area:~~

1 Arts and Crafts: ART 100(3), 115(3), 212(3), 255(3); CIS 205(3)

21 Dance and Rhythms: KIN 110(1), 112(1), 113(1), 114(1), 118(1), 125(1), 127(1), 130(1), 133(1), 135(1), 143(1), 145(1), 147(1), 149(1), KIN 125(1), 234(2), 240(2), 260(2), 264(2), 270(1), 273(1); MUS 100(2), 103(3), 104(3), 133(1), 135(1), 137(1)

3 Drama and Theater: ENG 334(3); THE 224(1), 255(2), 506(3)

Formatted: Font: Bold

Formatted: Font: Bold, Font color: Text 1

Formatted: Font color: Text 1

Formatted: Indent: Left: 1.5", No bullets or numbering

Formatted: Indent: Left: 1.75", No bullets or numbering

~~4~~ ~~Outdoor Education Activities:~~ AGS 161(3), 162(1); MIL 101(2), 102(2), 211(2); KIN 110(1), 114(1), 260(2); REC 160(1), 451(3), 307(3), 309(3).

~~5~~ ~~Sports:~~ KIN 112(1), 113(1), 118(1), 127(1), 130(1), 133(1), 135(1), 143(1), 145(1), 147(1), 149(1), 234(2), 264(2), 273(1)

2 Complete ~~24~~7 hours, with advisor approval, from one of the following emphases:

a Health and Wellness Promotions: Prepares students for various opportunities in the fitness industry, health-related services, and wellness management and promotion. Select 24 hours from the required courses: KIN 257(2), KIN 281(1), 350(3), 360(4), 362(4), 569(4); BMS 130(3) MKT 150(3).

~~b Prepares students for various opportunities in the fitness industry, health-related services, and wellness management and promotion. Select 27 hours from Required Courses: KIN 257(2), 350(3), 360(4), 362(4), 569(4); REC 415(3); KIN 281(1) or 282(1); BMS 130(3) or BMS 240(3); MKT 150(3) or MKT 350(3)~~

~~b~~ Parks and Outdoor Recreation: Prepares students for careers in parks and outdoor recreation and outdoor education within the public or private sector in adventure recreation, outdoor recreation/education facilities, or government natural resource management agencies. Select 24 hours from the required classes: Must take the following 18 required hours: REC 211(3), or 302(3), 311(3), 305(3), 307(3), 309(3), 325(3); COM 325(3); REC 451 or 3 Outdoor Activity hours approved by Advisor. 411(3), 415(3). Select 3 hours from Outdoor Skills: REC 160(1), 451(3); KIN 110(1), 114(1), 135(1). Select 3 hours from Leadership/Education: CFD 163(3), CFD 361(3); COM 205(3), 325(3). Select 3 hours from Environmental Integration: AGN 143(3); BIO 373(3); GLG 171(3), 350(3); GRY 108(3), 300(3), 301(3), 351(3).

c Recreation Management: Prepares students for careers in

Formatted: Indent: Left: 2", No bullets or numbering

Formatted: Indent: Left: 1.5", No bullets or numbering

administering recreation services and events in the Armed Forces, municipal parks and recreation agenciesdepartments, campus recreation, sporting goods retail, facility management, residential camps, resort recreation, travel, tourism and hospitality industry, meeting planning, and not-for-profit organizations: at-risk youth organizations, Boys and Girls Clubs, church recreation, Scouting, and YMCA. Select 24 from the hoursthe hours from required courses: BUS 135(3); MGT 286(3); MGT 340(3). 305 (3), 320(3), 325(3); KIN 468(4), 234(2).

~~d Recreation Management: Prepares students for careers in administering recreation services and events in the Armed Forces, municipal parks and recreation departments, campus recreation, sporting goods retail, facility management, residential camps, resort recreation, travel, tourism and hospitality industry, meeting planning, and not for profit organizations: at risk youth organizations, Boys and Girls Clubs, church recreation, Scouting, and YMCA. Select 15 hours from Required Courses: REC 406(3), 415(3); BUS 135(3); MGT 286(3); MGT 340(3) or PSY 305(3). Select 12 hours from electives: REC 160(1), 302(3), 305(1), 320(3), 325(3), 451(3); MGT 410(3); MKT 350(3), 355(3), 485(3); PLS 351(3).~~

ed Sport Administration: Prepares students for careers in leadership opportunities in administering athletic programs, athletic teams, competitive sport camps and clinics, facilities and leagues; managing various sport entities, including Olympic training sites, municipal league programs, youth sport agencies, tournament management, sport administration and marketing, special event planning, retail sports industries, and coaching at the college or above level. Select 24 Complete 16 hours from Required Courses: KIN 210 or 286, 218(2), 234(2); KIN 386(3), 485(2); REC 325(3), REC 305(3); REC 406(3);

~~415(3); BUS 135(3); MGT 286(3). Select 11 hours from  
electives: KIN 218(2), 234(2); REC 325(3); 405(2); BUS  
307(2); MGT 340(3); 410(3).~~

fe \_\_\_\_\_ Therapeutic Recreation: This emphasis has been temporarily  
suspended and is not being offered at this time. Contact  
the Kinesiology Department for more information.

3 First Aid Proficiency: Each major must show proficiency in First Aid  
and Cardio Pulmonary Resuscitation (CPR). Students must  
provide copies of their current First Aid and CPR  
cards/certifications to the internship coordinator prior to  
enrolling in REC 491 and maintain current certifications  
throughout the internship. Certifications can be completed by  
the following:

1 Complete the American Red Cross First Aid course and  
CPR course and obtain certification (see  
www.redcross.org for information)

2 Complete the American Heart Association First Aid  
course and CPR course and obtain certification (see  
www.americanheart.org for information)

3 Emergency Medical Technician (EMT) certification

4 Public Affairs Capstone Experience will be fulfilled by completion of  
REC 335(3) and 491(8 or 12).

5 General Baccalaureate Degree Requirements - see General  
Baccalaureate Degree Requirements section of catalog

## **Recreation, Sport, and Park Administration (Non- Comprehensive)**

**Bachelor of Science**

**A General Education Requirements—see General Education Program and  
Requirements section of catalog) Specific General Education  
Requirement: KIN 210(3) or KIN 286(3)**

**B Major Requirements (56–60 hours) Note: All other coursework (including  
General Education Program, major(s), minor(s), if applicable), and all  
General Baccalaureate Degree Requirements, must be completed  
prior to taking REC 491, Recreation, Sport, and Park Administration**

Internship:

- Core Requirements (47-51 hours)
  - Complete the following courses: REC 152(3), 190(3), 200(3), REC 211(3) or 311(3) or 411(3); REC 330(3), 335(3), 390(3), 410(3), 422(3), 423(3), 490(1), 491(8 or 12)
  - Complete the following statistics courses: REC 328(3)
  - Complete at least 5 hours of skills classes, with advisor approval, from the areas below with a maximum of 4 hours from any one area:
- Arts and Crafts: ART 100(3), 115(3), 212(3), 255(3); CIS 205(3)
- Dance and Rhythms: KIN 125(1), 240(2), 270(1); MUS 100(2), 103(3), 104(3), 133(1), 135(1), 137(1)
- Drama and Theater: ENG 334(3); THE 224(1), 255(2), 506(3)
- Outdoor Education Activities: AGS 161(3), 162(1); MIL 101(2), 102(2), 211(2); KIN 110(1), 114(1), 260(2); REC 160(1), 451(3)
- Sports: KIN 112(1), 113(1), 118(1), 127(1), 130(1), 133(1), 135(1), 143(1), 145(1), 147(1), 149(1), 234(2), 264(2), 273(1)
- Complete, with advisor approval, 9 hours from one of the following emphases:
  - Recreation Management:
    - Prepares students for careers in administering recreation services and events in the Armed Forces, municipal parks and recreation departments, campus recreation, sporting goods retail, facility management, residential camps, resort recreation, travel, tourism and hospitality industry, meeting planning, and not-for-profit organizations: at-risk youth organizations, Boys and Girls Clubs, church recreation, Scouting, and YMCA. Complete the following 3-Required Courses: REC 406(3), 415(3); MGT 340(3) or PSY 305(3).
    - Sport Administration:

~~a — Prepares students for careers in leadership opportunities in administering athletic programs, athletic teams, competitive sport camps and clinics, facilities and leagues; managing various sport entities, including Olympic training sites, municipal league programs, youth sport agencies, tournament management, sport administration and marketing, special event planning, retail sports industries, and coaching at the college or higher level. Complete the following 3 Required Courses: REC 325(3), 406(3), 415(3).~~

~~1 — First Aid Proficiency: Each major must show proficiency in First Aid and Cardio Pulmonary Resuscitation (CPR). Students must provide copies of their current First Aid and CPR cards/certifications to the internship coordinator prior to enrolling in REC 491 and maintain current certifications throughout the internship. Certifications can be completed by the following:~~

~~a — Complete the American Red Cross First Aid course and CPR course and obtain certification (see [www.redcross.org](http://www.redcross.org) for information)~~

~~a — Complete the American Heart Association First Aid course and CPR course and obtain certification (see [www.americanheart.org](http://www.americanheart.org) for information)~~

~~a — Emergency Medical Technician (EMT) certification~~

~~1 — Public Affairs Capstone Experience will be fulfilled by completion of REC 335(3) and 491(8 or 12).~~

~~B Minor required (or second major)~~

~~B General Baccalaureate Degree Requirements — see General Baccalaureate Degree Requirements section of catalog~~

## Minor(s)

### Recreation, Sport, and Park Administration

Bachelor of Arts

Bachelor of Science

1 Complete the following six courses: REC 152(3), 190(3), 205(3), 390(3),

~~422(3), 423(3)~~

2 Complete one of the following courses: ~~REC 211(3) or 311(3), 411(3)~~

## Accelerated Master's Program in Health Promotion and Wellness Management

Students enrolled in programs in the Department of Kinesiology may be accepted into the Health Promotion and Wellness Management program after admission requirements for the accelerated master's option are met. Once accepted for early admission, up to 12 credit hours of approved 600 and 700-level coursework (Mixed Credit) may be counted toward both the undergraduate and graduate degree programs.

The accelerated option allows majors in the Department of Kinesiology who are interested in health promotion and wellness management to complete the requirements for the graduate degree in three semesters and a summer rather than the typical four semesters and a summer. Refer to the [Graduate Catalog](#) for more information.

For courses to be designated as Mixed Credit, the graduate advisor, undergraduate department head, and Graduate College dean must approve by signing the Permission for Mixed Credit form. This form must be provided to the Office of the Registrar in Carrington Hall 320 no later than the end of the Change of Schedule Period for the semester.

## Change Course Proposal Form

Submitted on 08/04/2016 by Hugh Gibson ([Hughgibson@missouristate.edu](mailto:Hughgibson@missouristate.edu)).

**\*All fields require input**

This proposal applies to:

- ☒ An existing COURSE
- ☐ An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

REC305 Meeting Planning

Will this proposal need to be reviewed by CGEIP? ☒ No ☐ Yes

Will this proposal need to be reviewed by EPPC? ☒ No ☐ Yes

Current online catalog description:

REC 305 Meeting Planning

This course presents concepts necessary for the meeting planner to successfully solicit/develop and manage conventions and special events, commonly participated in during leisure time. Techniques of delivery, planning, managing and assessing economic impact, as well as highlighting the role of the convention and visitors bureau as a catalyst for regional leisure economic development of business travel will be included. As an elective, this course is for students in recreation, communications, marketing, and other fields. Though the course makes reference to the hotel industry, it is taught from the perspective of the meeting planner. 1(1-0) F,S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

↶ ↷ **B** *I* ~~S~~

REC 305 Meeting Planning

This course presents concepts necessary for the meeting planner to successfully solicit/develop and manage conventions and special events, commonly participated in during leisure time. Techniques of delivery, planning, managing and assessing economic impact, as well as highlighting the role of the convention and visitors bureau as a catalyst for regional leisure economic development of business travel will be included. As an elective, this course is for students in recreation, communications, marketing, and other fields. Though the course makes reference to the hotel industry, it is taught from the perspective of the meeting planner. 1(1-0) F,S

What is changing? Check all boxes that apply.

- |  |   |                                      |                                       |
|--|---|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Course Code                           | <input type="checkbox"/> Course Number ( <a href="#">Check Availability</a> ) | <input type="checkbox"/> Title       | <input type="checkbox"/> Prerequisite |
| <input checked="" type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity  | <input type="checkbox"/> Description |                                       |

Reason for proposed change

Through analysis of data after our accreditation visit, meeting with students, alumni, and faculty we need more emphasis and exposure of this content to our current and future students. We will take this from a 1 hour course to a 3 hour course.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? ☒ No ☐ Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input      | <input checked="" type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance            | <input type="checkbox"/> Review of catalog information |   |

☐ Other (be specific):

☒ Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

04/13/2016

#### Current Status:

College Council Review

#### Proposal Progress:

08/08/2016 - Submitted by Department Head (Sarah McCallister)

#### Review Comments:

No comments have been added to this proposal.

Copy As New Proposal



## Change Course Proposal Form

Submitted on 09/15/2016 by Hugh Gibson ([Hughgibson@missouristate.edu](mailto:Hughgibson@missouristate.edu)).

**\*All fields require input**

This proposal applies to:

- ☒ An existing COURSE
- ☐ An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

REC305 Meeting Planning

Will this proposal need to be reviewed by CGEIP? ☒ No ☐ Yes

Will this proposal need to be reviewed by EPPC? ☒ No ☐ Yes

Current online catalog description:

REC 305 Meeting Planning

This course presents concepts necessary for the meeting planner to successfully solicit/develop and manage conventions and special events, commonly participated in during leisure time. Techniques of delivery, planning, managing and assessing economic impact, as well as highlighting the role of the convention and visitors bureau as a catalyst for regional leisure economic development of business travel will be included. As an elective, this course is for students in recreation, communications, marketing, and other fields. Though the course makes reference to the hotel industry, it is taught from the perspective of the meeting planner. 1(1-0) F,S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

↶ ↷ **B** *I* ~~S~~

REC 305 Meeting Planning

This course presents concepts necessary for the meeting planner to successfully solicit/develop and manage conventions and special events, commonly participated in during leisure time. Techniques of delivery, planning, managing and assessing economic impact, as well as highlighting the role of the convention and visitors bureau as a catalyst for regional leisure economic development of business travel will be included. As an elective, this course is for students in recreation, communications, marketing, and other fields. Though the course makes reference to the hotel industry, it is taught from the perspective of the meeting planner. IPAD is required version will covered by instructor. ~~1(1-0)~~ **3 (3-0)** F,S

What is changing? Check all boxes that apply.

- |  |   |                                      |                                       |
|--|---|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Course Code                           | <input type="checkbox"/> Course Number ( <a href="#">Check Availability</a> ) | <input type="checkbox"/> Title       | <input type="checkbox"/> Prerequisite |
| <input checked="" type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity  | <input type="checkbox"/> Description |                                       |

Reason for proposed change

Through analysis of data after our accreditation visit, meeting with students, alumni, and faculty we need more emphasis and exposure of this content to our current and future students. We will take this from a 1 hour course to a 3 hour course.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? ☒ No ☐ Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input      | <input checked="" type="checkbox"/> Student Input |
| <input checked="" type="checkbox"/> Accreditation/certification compliance            | <input type="checkbox"/> Review of catalog information |   |
| <input type="checkbox"/> Other (be specific):   |  |   |

☐ Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

04/13/2016

#### Current Status:

College Council Review

#### Proposal Progress:

10/03/2016 - Submitted by Department Head (Sarah McCallister)

#### Review Comments:

No comments have been added to this proposal.

Copy As New Proposal





## Change Program Proposal Form

Submitted on 07/06/2016 by Melinda Novik ([MelindaNovik@MissouriState.edu](mailto:MelindaNovik@MissouriState.edu)).

Department:

Kinesiology

Type of Program

Choose One:

- |   |                                     |                                      |
|---|-------------------------------------|--------------------------------------|
| <input checked="" type="radio"/> Major (Non-Comprehensive/Graduate Program) | <input type="radio"/> Minor         | <input type="radio"/> Academic Rules |
| <input type="radio"/> Comprehensive Major                                   | <input type="radio"/> Certificate   | <input type="radio"/> Other          |
| <input type="radio"/> Option  | <input type="radio"/> Certification |                                      |



Title of Program Affected:


Health Promotion and Wellness Management-MS

**Current Catalog Description:** (Either cut and paste present description from online catalog **OR** provide as an attachment below)

*Attached*

**Complete New Catalog Description:** (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)



**B** *I* 

Attached

**What is changing? Check all boxes that apply:**

- |  |   |                                |
|--|---|--------------------------------|
| <input type="checkbox"/> Title change                                | <input type="checkbox"/> From option to program (major) | <input type="checkbox"/> Other |
| <input checked="" type="checkbox"/> Course changes of under 18 hours | <input type="checkbox"/> From program (major) to option |                                |
| <input type="checkbox"/> Course changes of 18 hours or more          |   |                                |

**Reason for Proposed Change:**

KIN 650 has been approved as an elective for the general graduate program as well as a course that those on the accelerated track can take for mixed credit.

**What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)**

03/01/2015

**Current Status:**

Grad Council Review

**Proposal Progress:**

07/06/2016 - Submitted by Department Head (Sarah McCallister)

07/11/2016 - Reviewed by Dean (Helen Reid)

**Review Comments:**

No comments have been added to this proposal.

Copy As New Proposal



Last Modified: 07/17/2015 • [Disclaimer](#) • [Accessibility](#) • [EO/AA/M/F/Veterans/Disability](#)

© 2016 [Board of Governors](#), Missouri State University • Maintained by: [Computer Services - MIS](#) • [Contact Information](#)

# Health Promotion and Wellness Management

## Graduate programs

### Master of Science, Health Promotion and Wellness Management

**Melinda Novik, Program Coordinator**

Phone 836-3168;

[MelindaNovik@missouristate.edu](mailto:MelindaNovik@missouristate.edu)

### Program description

The Master of Science in Health Promotion and Wellness Management is a 36-37 hour interdisciplinary program. It is designed to provide preparation for students from diverse backgrounds in health, human services, and business.

The curriculum integrates managerial skills with scientific and clinical knowledge of preventive medicine, behavioral psychology, health care economics, public health, contemporary health issues, and organizational theory. The result is a competency-based, multi-disciplinary academic preparation for professionals dedicated to assuming leadership and managerial positions within the health and wellness industry. Students are prepared for careers as managers and program development specialists/educators of health and wellness programs in hospital or corporate-based wellness settings, health maintenance organizations, governmental agencies, educational institutions, private fitness clubs, sports medicine facilities, and volunteer agencies.

Curricular activities are complemented by research opportunities in the well-equipped exercise science laboratory. Diverse practical experience opportunities are provided in conjunction with the campus wellness initiative directed by the Health Education Coordinator in Taylor Health Center and with the expanding clinical and community facilities in the Springfield metropolitan area.

The Public Affairs mission (and the three pillars of Ethical Leadership, Cultural Competence, and Community Engagement) are exemplified throughout the program coursework but put into practice for each student during the 6-credit/420 contact hour internship experience.

### Entrance requirements

1. Completion of a baccalaureate degree from a regionally accredited college or university.
2. Cumulative GPA of 2.80 on a 4.00 scale in undergraduate work.
3. Submission of Graduate Record Examination (GRE) scores from the General Examination.
4. Prerequisite courses: 12 hours. Students entering the program should have an undergraduate course in statistics, exercise physiology, introductory psychology, and business management. A student who does not meet these criteria, but who demonstrates outstanding potential, may be considered on the basis of individual merit and accepted on a probationary status.

### **Accelerated Master's Degree option**

Students enrolled in programs housed in the Kinesiology Department may be accepted into the Master of Science in Health Promotion and Wellness Management program after admission requirements for the accelerated master's option are met. Once accepted, up to 12 credit hours of approved 600 and 700-level coursework may be counted toward both the Bachelor of Science/Bachelor of Science in Education and the Master of Science degree programs.

The accelerated option allows majors in the Department of Kinesiology who are interested in health promotion and wellness management to complete the requirements for the Master of Science degree in three semesters and a summer rather than the typical four semesters and a summer. For more information and guidelines, contact the Health Promotion and Wellness Management program director in the Kinesiology Department.

Before enrolling in each course to be counted as both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated program and complete a Mixed Credit Form. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

### **Admission Requirements for the Accelerated Master's Option**

1. Senior standing and an overall GPA of 3.2 or better.
2. Completion of an undergraduate course in statistics or measurement and evaluation, exercise physiology, biomechanics, introductory psychology, and business management. A student who does

not meet these criteria, but who demonstrates outstanding potential, may be considered on the basis of individual merit.

### **Degree requirements (minimum of 36 hours)**

#### **1. Required Core - 15 hours**

<b>Course Code</b>	<b>Course Title</b>	<b>Credit Hours</b>
<a href="#"><u>HLH 700</u></a>	Research Methods in Kinesiology	3 hrs
<a href="#"><u>HLH 710</u></a>	Introduction to Health Promotion and Wellness Management	3 hrs
<a href="#"><u>HLH 750</u></a>	Programming Approaches in Wellness/Health Promotion	3 hrs
<a href="#"><u>HLH 752</u></a>	Health Risk Identification and Management	3 hrs
<a href="#"><u>HLH 760</u></a>	Health Promotion Planning	3 hrs

#### **2. Choose from the following electives (9-10 hours)**

<b>Course Code</b>	<b>Course Title</b>	<b>Credit Hours</b>
<a href="#"><u>KIN 667</u></a>	Physical and Leisure Activities for the Aging Adult	3 hrs
<a href="#"><u>KIN 669</u></a>	Health Appraisal and Exercise Testing Techniques	4 hrs

<u>KIN 682</u>	Motivational Interviewing for Health Professionals	3 hrs
<u>KIN 705</u>	Applied Statistics in Kinesiology	3 hrs
<u>KIN 737</u>	Curriculum Designs in Physical Education	3 hrs
<u>KIN 755</u>	Fitness as Preventive Medicine	3 hrs
<u>KIN 759</u>	Contemporary Health Problems	3 hrs
<u>KIN 760</u>	Applied Biomechanics of Human Movement	3 hrs
<u>KIN 762</u>	Applied Exercise Physiology	3 hrs
<u>KIN 797</u>	Graduate Seminar	1-3 hrs
<u>KIN 781</u>	Contemporary Issues in Physical Education	3 hrs
<u>MGT 600</u>	Administrative, Organizational, and Operations Concepts for Managers	3 hrs
<u>PLS 651</u>	Administrative Law	3 hrs
<u>ECO 604/</u> <u>HCM 604</u>	Health Care Economics <b>OR</b>	

<u>COM</u> <u>736</u>	Concepts and Analysis of Communication in Organizations <b>OR</b>	
<u>MGT</u> <u>764</u>	Organizational Behavior <b>OR</b>	
<u>PSY 718</u>	Organizational Psychology	3 hrs

### 3. Internship

HLH 791 Wellness Internship

**1-6 hrs**

Supervised work in an approved health promotion/ health care setting. As a culminating experience, the internship is crucial to the Program. Students must complete a minimum of 400-600 clinical hours.

The intern experience (HLH 791) is an integral part of this major and should be planned (in consultation with the advisor) in advance of the semester in which the student desires to register for the experience.

Application deadlines for HLH 791 are as follows: Fall - March 1; Spring - September 1; Summer - January 1. Applications are available from, and are to be returned to, the graduate coordinator.

### 4. Research

KIN 799 Thesis **OR**

6 hrs (hours may be divided over 2 semesters)

KIN 795 Research Project

3 hrs

**PLUS** Completion of 700-level 3 hr course  
selected with Advisor

3 hrs

**5. Comprehensive Examination.** A written comprehensive examination must be passed by the candidate before a degree will be granted.

# Health Promotion and Wellness Management

## Graduate programs

### Master of Science, Health Promotion and Wellness Management

**Melinda Novik, Program Coordinator**

Phone 836-3168;

[MelindaNovik@missouristate.edu](mailto:MelindaNovik@missouristate.edu)

#### Program description

The Master of Science in Health Promotion and Wellness Management is a 36-37 hour interdisciplinary program. It is designed to provide preparation for students from diverse backgrounds in health, human services, and business.

The curriculum integrates managerial skills with scientific and clinical knowledge of preventive medicine, behavioral psychology, health care economics, public health, contemporary health issues, and organizational theory. The result is a competency-based, multi-disciplinary academic preparation for professionals dedicated to assuming leadership and managerial positions within the health and wellness industry. Students are prepared for careers as managers and program development specialists/educators of health and wellness programs in hospital or corporate-based wellness settings, health maintenance organizations, governmental agencies, educational institutions, private fitness clubs, sports medicine facilities, and volunteer agencies.

Curricular activities are complemented by research opportunities in the well-equipped exercise science laboratory. Diverse practical experience opportunities are provided in conjunction with the campus wellness initiative directed by the Health Education Coordinator in Taylor Health Center and with the expanding clinical and community facilities in the Springfield metropolitan area.

The Public Affairs mission (and the three pillars of Ethical Leadership, Cultural Competence, and Community Engagement) are exemplified throughout the program coursework but put into practice for each student during the 6-credit/420 contact hour internship experience.

#### Entrance requirements

1. Completion of a baccalaureate degree from a regionally accredited college or university.
2. Cumulative GPA of 2.80 on a 4.00 scale in undergraduate work.
3. Submission of Graduate Record Examination (GRE) scores from the General Examination.
4. Prerequisite courses: 12 hours. Students entering the program should have an undergraduate course in statistics, exercise physiology, introductory psychology, and business management. A student who does not meet these criteria, but who demonstrates outstanding potential, may be considered on the basis of individual merit and accepted on a probationary status.

### **Accelerated Master's Degree option**

Students enrolled in programs housed in the Kinesiology Department may be accepted into the Master of Science in Health Promotion and Wellness Management program after admission requirements for the accelerated master's option are met. Once accepted, up to 12 credit hours of approved 600 and 700-level coursework may be counted toward both the Bachelor of Science/Bachelor of Science in Education and the Master of Science degree programs.

The accelerated option allows majors in the Department of Kinesiology who are interested in health promotion and wellness management to complete the requirements for the Master of Science degree in three semesters and a summer rather than the typical four semesters and a summer. For more information and guidelines, contact the Health Promotion and Wellness Management program director in the Kinesiology Department.

Before enrolling in each course to be counted as both undergraduate and graduate credit, an undergraduate student must be accepted into the accelerated program and complete a Mixed Credit Form. Acceptance into the program and all approvals must be completed prior to the end of the Change of Schedule Period for the course(s). See the Graduate College for further information.

### **Admission Requirements for the Accelerated Master's Option**

1. Senior standing and an overall GPA of 3.2 or better.
2. Completion of an undergraduate course in statistics or measurement and evaluation, exercise physiology, biomechanics, introductory psychology, and business management. A student who does

not meet these criteria, but who demonstrates outstanding potential, may be considered on the basis of individual merit.

### **Degree requirements (minimum of 36 hours)**

#### **1. Required Core - 15 hours**

<b>Course Code</b>	<b>Course Title</b>	<b>Credit Hours</b>
<a href="#"><u>HLH 700</u></a>	Research Methods in Kinesiology	3 hrs
<a href="#"><u>HLH 710</u></a>	Introduction to Health Promotion and Wellness Management	3 hrs
<a href="#"><u>HLH 750</u></a>	Programming Approaches in Wellness/Health Promotion	3 hrs
<a href="#"><u>HLH 752</u></a>	Health Risk Identification and Management	3 hrs
<a href="#"><u>HLH 760</u></a>	Health Promotion Planning	3 hrs

#### **2. Choose from the following electives (9-10 hours)**

<b>Course Code</b>	<b>Course Title</b>	<b>Credit Hours</b>
<a href="#"><u>KIN 650</u></a>	<a href="#"><u>Organization and Administration for Kinesiology Professionals</u></a>	<a href="#"><u>3 hrs</u></a>
<a href="#"><u>KIN 667</u></a>	Physical and Leisure Activities for the Aging Adult	3 hrs

<a href="#"><u>KIN 669</u></a>	Health Appraisal and Exercise Testing Techniques	4 hrs
<a href="#"><u>KIN 682</u></a>	Motivational Interviewing for Health Professionals	3 hrs
<a href="#"><u>KIN 705</u></a>	Applied Statistics in Kinesiology	3 hrs
<a href="#"><u>KIN 737</u></a>	Curriculum Designs in Physical Education	3 hrs
<a href="#"><u>KIN 755</u></a>	Fitness as Preventive Medicine	3 hrs
<a href="#"><u>KIN 759</u></a>	Contemporary Health Problems	3 hrs
<a href="#"><u>KIN 760</u></a>	Applied Biomechanics of Human Movement	3 hrs
<a href="#"><u>KIN 762</u></a>	Applied Exercise Physiology	3 hrs
<a href="#"><u>KIN 797</u></a>	Graduate Seminar	1-3 hrs
<a href="#"><u>KIN 781</u></a>	Contemporary Issues in Physical Education	3 hrs
<a href="#"><u>MGT 600</u></a>	Administrative, Organizational, and Operations Concepts for Managers	3 hrs
<a href="#"><u>PLS 651</u></a>	Administrative Law	3 hrs

<u>ECO</u> <u>604/</u> <u>HCM</u> <u>604</u>	Health Care Economics <b>OR</b>	
<u>COM</u> <u>736</u>	Concepts and Analysis of Communication in Organizations <b>OR</b>	
<u>MGT</u> <u>764</u>	Organizational Behavior <b>OR</b>	
<u>PSY 718</u>	Organizational Psychology	3 hrs

### 3. Internship

HLH 791 Wellness Internship

**1-6 hrs**

Supervised work in an approved health promotion/ health care setting. As a culminating experience, the internship is crucial to the Program. Students must complete a minimum of 400-600 clinical hours.

The intern experience (HLH 791) is an integral part of this major and should be planned (in consultation with the advisor) in advance of the semester in which the student desires to register for the experience.

Application deadlines for HLH 791 are as follows: Fall - March 1; Spring - September 1; Summer - January 1. Applications are available from, and are to be returned to, the graduate coordinator.

### 4. Research

KIN 799 Thesis **OR**

6 hrs (hours may be divided over 2 semesters)

KIN 795 Research Project

3 hrs

**PLUS** Completion of 700-level 3 hr course  
selected with Advisor

3 hrs

**5. Comprehensive Examination.** A written comprehensive examination must be passed by the candidate before a degree will be granted.

## New Course Proposal Form

Submitted on 08/05/2016 by Hugh Gibson ([Hughgibson@missouristate.edu](mailto:Hughgibson@missouristate.edu)).

**\*All fields require input**

- ☒ New COURSE
- ☐ New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

REC

Course Number: ([Check Availability](#))

307

Course Title:

Outdoor Pursuits-Land

Will this proposal need to be reviewed by CGEIP? ☒ No ☐ YesWill this proposal need to be reviewed by EPPC? ☒ No ☐ Yes

Prerequisite/Co-requisite or enter 'None':

permission of instructor

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

Skill development in outdoor recreation land-based activities (hiking, bouldering, caving, backpacking, etc.) and related environmental practices. Focuses on outdoor leadership development. Field trips and overnight educational outings may be required. Students are responsible for their own transportation to off-campus meetings.

Credit Hours:

3 ▼

Lecture Contact Hours:

1 ▼

Lab Contact Hours:

1 ▼

**Note:** If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- ☒ Fall ☐ Fall (even-numbered years only) ☐ Fall (odd-numbered years only)

☐ Spring ☐ Spring (even-numbered years only) ☐ Spring (odd-numbered years only)

☐ Summer ☐ On Demand only

**Complete Catalog Description:**

REC 307 Outdoor Pursuits-Land

Prerequisite: permission of instructor

Skill development in outdoor recreation land-based activities (hiking, bouldering, caving, backpacking, etc.) and related environmental practices. Focuses on outdoor leadership development. Field trips and overnight educational outings may be required. Students are responsible for their own transportation to off-campus meetings.

Credit hours: 3 Lecture contact hours: 1 Lab contact hours: 1

Typically offered: Fall

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

*Attached*

**Purpose of Course**

This course is intended to give students hands on experience in a variety of outdoor related experiences having to do with human powered recreation on land. Students will also be put into various roles of outdoor leadership to get them ready for the profession.

**Relationship to Other Departments**

none

Is there a graduate/undergraduate parallel course to this one? ☒ No ☐ Yes

**New Course Resource Information**

Anticipated Average Enrollment per section:	<input type="text" value="13"/>	Maximum Enrollment Limit per section:	<input type="text" value="15"/>
Anticipated Average Enrollment per semester:	<input type="text" value="13"/>	Maximum Enrollment Limit per semester:	<input type="text" value="15"/>
Anticipated Average Enrollment per year:	<input type="text" value="13"/>	Maximum Enrollment Limit per year:	<input type="text" value="15"/>
Faculty Load Assignment (equated hours):	<input type="text" value="3"/>		

Is another course being deleted? ☒ No ☐ Yes

**What will this course require in the way of:**

Additional library Holdings

None

Additional computer resources

None

Additional or remodeled facilities

None

Additional equipment or supplies

None

Additional travel funds

None

Additional faculty; general vs specialized

None

Additional faculty; regular vs per-course

None

Other additional expenses

None

---

If additional faculty are not required, how will faculty be made available to teach this course?

Rec 495 will no longer be taught

List names of current faculty qualified and available to teach this course

Dr. Hugh Gibson

What is the anticipated source of students for this course?

Parks and Outdoor Recreation students, students interested outdoor leadership and recreation

If from within the department, will students be taking this course in addition to or in place of other courses?

Rec 495

If from outside the department, which courses in other departments would most likely be affected?)

None

Other comments:

None

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

09/21/2015

#### Current Status:

College Council Review

#### Proposal Progress:

08/08/2016 - Submitted by Department Head (Sarah McCallister)

#### Review Comments:

No comments have been added to this proposal.

Copy As New Proposal



**OUTDOOR PURSUITS-Land**  
**REC 307**  
**Recreation, Sport, and Park Administration**  
**Missouri State University**

Prerequisite:	Permission of Instructor	Semester:	Fall 2015
Instructor:	Dr. Hugh Gibson	Office:	KGSX 107
Office Hours:	TBA	Phone:	343-7614
	Other by appointment	TDD#	836-6792
E-mail:	<a href="mailto:HughGibson@missouristate.edu">HughGibson@missouristate.edu</a>	Deaf Relay #	1-571-1873

**Course Text**

IPOD Touch 3<sup>rd</sup> generation or higher or iPhone 4 or higher, or iPad 2 or higher

**Course Description and Purpose**

kill development in outdoor recreation land-based activities (hiking, bouldering, caving, backpacking, etc.) and related environmental practices. Focuses on outdoor leadership development. Field trips and overnight educational outings may be required. Students are responsible for their own transportation to off-campus meetings.

**Objectives of the Course**

To introduce the student to selected outdoor activities and provide experience in these activities by active participation. To encourage development of environmental stewardship behavior in outdoor pursuits.

At the conclusion of this course, students will have:

1. Basic knowledge of outdoor recreational and pursuits activities. Completed the equivalent of the shakedown phase of the Wilderness Education Association's Stewardship Program. 2. Be able to understand and explain LNT and low impact camping methods as related to Missouri. 3. Understand and use basic outdoor travel and planning methods as related to outdoor habitats of Missouri. 4. Be able to teach others how to enjoy outdoor pursuits in a more environmentally friendly method.

**Course Expectations**

Attendance is expected. Because class attendance and course grades are demonstrably and positively related, students are expected to attend all class sessions of courses in which they are enrolled. Students absent for exams will be allowed to make-up the test only with acceptable verification for absence (i.e., written excuse from medical professional, Dean of Students, director of University-sanctioned activities, etc.).

Immediately upon return to class, the student is expected to contact the instructor for permission to schedule the make-up. Failure to do so will result in the student forfeiting the chance for make-up.

Quizzes/Participation points missed due to absence or tardiness cannot be made up. Assignments are due on the day indicated. Assignments submitted late without prior instructor approval or acceptable written verification for late submission may not be accepted.

Class discussion is strongly encouraged; however, talking during class to other classmates during class will not be tolerated. If you violate this policy you may be asked to leave so that your classmates may have a more conducive learning environment.

### **Course Format**

The nature of this course requires considerable class time in nontraditional settings. The class will have a number of field trips which will last beyond the stated class time. There will also be a required weekend outing. The course may include lecture, class discussions, reading assignments, written assignments, guest speakers, in class activities, oral presentations, quizzes, and written examinations. The class will consist of lectures, audiovisual enhancements, laboratory experiences, hands on experience, and field trips.

### **Missouri State University Policies**

#### **Syllabi Policy Statements**

##### *Op3.09 Course Syllabi/Policy Statements*

Policy Statement: Governing Policy [G3.03 Faculty Handbook](#) (Section 4.5.1.2) requires that all course syllabi/policy statements include statements on nondiscrimination, disability accommodation, cheating and plagiarism, attendance and a cell phone policy. The [suggested wording for these statements](#), as well as several other recommended policy statements can be found on the Provost website. Faculty who wish to compose their own wording or to expand on these statements must comply with the Faculty Handbook, relevant University policies, and state and federal laws. All updates to syllabi should be made prior to the beginning of the semester. In addition to statements that are required by the Faculty Handbook, suggested wording about other university policies, including the University's procedure for dropping classes is provided for faculty who might wish to include that information.

Reason or Purpose for Policy: To assist faculty in complying with Governing Policy 3.03 Faculty Handbook Section 4.5.1.2.

Entities Affected by this Policy: All faculty.

Line of Authority:

1 Responsible Administrator and Office: Provost

2 Contact Person in that Office: Associate Provost - Faculty and Academic Affairs

### **REQUIRED STATEMENTS**

Suggested wording on required cell phone policy:

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and ordinarily should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult

their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately returned to silent mode and put away. Other exceptions to this policy may be granted at the discretion of the instructor.

Suggested wording for emergency response statement:

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

#### OPTIONAL STATEMENTS

Suggested wording on dropping a class:

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520.

Faculty may also wish to include relevant drop deadlines. See Academic Calendars ([www.missouristate.edu/registrar/acad\\_cal.html](http://www.missouristate.edu/registrar/acad_cal.html)) for deadlines.

Suggested wording on audio and video recording course activity:

Students may make audio or video recordings of course activity. However, the redistribution of audio or video recordings from the course to individuals who are not students in the class is prohibited without the express permission of the faculty member and any of the students who are recorded.

Suggested wording on religious accommodation:

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a *Request for Religious Accommodation Form* to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

### **Attendance Policy:**

Attendance is expected. Because class attendance and course grades are positively related, students are expected to attend all class sessions of courses in which they are enrolled. Students absent for exams will be allowed to make-up the test **only with acceptable verification** for absence (i.e., written excuse from medical professional, Dean of Students, director of University-sanctioned activities/programs, family illness, etc.) Immediately upon return to class, the student is expected to contact the instructor for permission to schedule the make-up. Failure to do so will result in the student forfeiting the chance for make-up. Quizzes (scheduled and unscheduled) and Assignments which are missed due to an **excused absence** can be made up at a later date. Arrangements will be made on an individual basis. Quizzes and Assignments points missed due to unexcused absence or tardiness cannot be made up. Also, Assignments are due on the day indicated at the beginning of the class. No late assignments will be accepted unless arrangements have been made prior to the due date. Assignments not turned in due to absence must accompany a documented life circumstance note. (See above) If a documented note is not turned in the following class period, credit will not be given.

### **Audio/Video Recording Course Activity Policy:**

No audio or video recording may be made without the express permission of the instructor and students who are recorded. Under certain circumstances students may make audio or video recordings of course activity with the instructor's permission. However, the redistribution of audio or video recordings from the course to individuals who are not students in the class is prohibited.

### **Disability Accommodation:**

To request academic accommodations for a disability, contact the Director of Disability Resource Center, Plaster Student Union, Suite 405, (417) 836-4192 or (417) 836-6792 (TTY), [www.missouristate.edu/disability](http://www.missouristate.edu/disability). Students are required to provide documentation of disability to the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, (417) 836-4787, <http://psychology.missouristate.edu/lcd>.

### **Nondiscrimination Policy:**

Missouri State University is an equal opportunity/ affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Institutional Equity and Compliance, Park Central Office Building, 117 Park Central Square, Ste 111, (417) 836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention

of your instructor's Department Head. Please visit the OED website at [www.missouristate.edu/equity/](http://www.missouristate.edu/equity/).

### **Academic Dishonesty:**

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. Students are responsible for knowing and following the University's Student Academic Integrity Policies and Procedures, available at <http://www.missouristate.edu/academicintegrity/> and also available at the Reserves Desk in Meyer Library. You are also responsible for knowing, understanding and following any additional academic integrity policies specific to this class (as outlined by the instructor). Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy.

**DISRUPTIVE BEHAVIOR:** The course instructor has original jurisdiction over his/her class and may deny a student who is unduly disruptive the right to attend the class. Students are expected to master the course content in compliance with the syllabus of the course instructor. The student is expected to comply with all reasonable directives of the course instructor. The course instructor may have a student administratively withdrawn from a course upon showing of good cause and with the concurrence of the departmental head. The appeals process in case of such administrative withdrawal shall be as stated in the academic regulations under "Grade Re-evaluation Based on Performance." I view talking in class while others have the floor, disrespectful comments and chronically arriving late to class as disruptive behavior.

### **Recommended behavior:**

Class begins promptly at the beginning of the class period. It is advisable that you be in your seat and ready to start participating in class at that time. Always bring the required supplies and be ready to be actively engaged in the learning process. This communicates preparedness and interest.

Your attention should be focused on the business at hand – the class, its content, and the professor. It is fine to bring a drink or a snack to class, as long as it is not distracting. Your professor expects your full attention for the entire class period. If you know that you'll need to leave before the class is over, try to sit as close to the door as possible so as not to disrupt others. Similarly, if you arrive in class late, just slip in as quietly as possible and take the first available seat you come to. Laying your head on the desk or sleeping in class is rude, and it is distracting to others. Turn in assignments on time. Being courteous in class does not mean that you have to agree with everything that is being said. However, your point will be much more credible if conveyed without rudeness, aggression, or hostility. If you strongly disagree with your professor, it is a good idea to speak with him/her after class. Having manners and using them are strongly encouraged, with your professor and your classmates. When you have a question or comment, please raise your hand first as a courtesy to your classmates and the professor. Remember, your questions are NOT an imposition – they are welcome. Chances are, if you have a question, someone else is thinking the same thing but is too shy to ask it. So, ask questions! You'll learn more, it makes the class more interesting, and you are helping others learn as well. If you have a problem, come to your professor with the problem and multiple solutions to fix said problem. If an emergency arises that requires an absence from a session, it is your responsibility to get the

notes and all other information that was covered in class from a colleague you trust.

Just food for thought: how many people do you think this professor knows in your field? Be aware of how your actions now may affect you in 5-10-15-20 years. Generally they will have been in the field longer than you have been alive. And their network is something that should have great value to you.

Here are some ways to ensure your professor will remember you—not so fondly:

1. Text in class. Do you really think we don't notice you clicking away? Unless you are a surgeon awaiting a call to surgery, for these two hours you are paying to learn something, perhaps you can shut off your phone.

2. Arrive late for class and then ask questions about topics discussed before you arrived. Please anticipate traffic or parking issues, and build in extra time to get to class. If you had a plane to catch, a red carpet event to attend, or a business deadline, would you be late? If yes, then PR is not the industry for you.

3. Skip class and arrive the following session asking, "Did I miss anything?" No, of course you didn't. We stared at the wall and contemplated why you decided not to show up.

4. Pretend to take notes on your laptop, but really be updating your Facebook profile. Yes, we can tell when you are listening and taking notes—and we know when you are surfing the Web.

5. Send an email with questions about the work, the night before an assignment is due. You've had a week or more to get your work done or ask questions, do you really think I'm going to respond to your 10:00 p.m. email on a Sunday night? Or perhaps if you were paying attention (see point No. 4) you wouldn't be confused.

6. Tell me the printer is broken and ask if you can email the assignment. Guess what? You've been ratted out. Some students save a blank document with a false suffix so it can't be opened and then say, "Oh yes, I emailed you that assignment." This is why I don't accept emailed assignments.

7. Stop by my office and say: "Did you get my email?" Hmm, I receive at least 200 emails each day. Yes, I probably received it and responded.

8. Have a negative attitude. Perhaps you are close to graduation, or maybe you've successfully completed an internship and are confident with your career prospects. As such, this class is a waste of time, right? Professors carefully design lectures, class exercises, and assignments to help prepare you for the real world. Take advantage of your time in college and make the most of it. Work on that poker face.

9. Complain about the workload. Do you think we enjoy taking 200 or more pages of students' work home to edit, grade, and assess? We give you work to help you learn and to prepare you for future success. Professors spend countless hours outside of class creating meaningful assignments, grading, and assessing your work to help you learn.

10. Don't do your homework and then make excuses. Please take responsibility for your own life and academic choices and success. In the job market, your employer will not care about your really great excuse regarding why you missed a deadline.

The most gratifying part of my job as a professor is hearing from graduates how much my classes and guidance helped them achieve in their careers and lives. I maintain strong relationships with many of these former students and continue to act as an advisor, mentor, and reference long after they reach professional success. Professors truly care about students' success and will help them achieve it if they avoid the above student sins.

Lorra M. Brown is an assistant professor at William Paterson University in Wayne, N.J

### ***Technology***

Students are required to use iPads, and similar devices for this course and must comply with all applicable University policies when using such devices

(<http://www.missouristate.edu/policy/ComputerPolicies.htm>). Students should turn off the sound on their devices in the classroom, and students should not display material on the screen which may be distracting or offensive to others. Additionally, students must refrain from instant messaging, e-mailing, surfing the internet, playing games, writing papers, doing homework, etc. during class time. Acceptable uses include taking notes following along with the instructor on PowerPoint with demonstrations, and other whole class activities, as well as working on assigned in-class activities, projects, and discussions that require device use. Inappropriate uses will be noted and may affect your final grade.

### ***Core Values***

#### ***Natural Environments***

We believe that natural environments are powerful teachers and that through interactions with these environments people are changed in ways that are not possible when education is limited to traditional classroom settings. We believe that natural environments provide learning opportunities through direct experience with natural consequences that encourage connectedness and stewardship of the non-human world.

#### ***Adventure***

We believe that learning should be an adventure that provides opportunities for students to challenge themselves to take intellectual, social, emotional, and physical risks that enhance personal and professional growth. We believe that within the context of learning communities of peers, faculty, and staff, our students will discover their potential to be successful professional outdoor educators.

#### ***Experiential Education***

We ascribe to the principles of experiential education. We believe in the intentional use of direct experience supported by reflection, critical analysis and synthesis. We believe that our students should be actively engaged throughout the learning process in posing questions, investigating, experimenting, being curious, solving problems, assuming responsibility, being creative, and constructing meaning.

#### ***Leadership***

We believe that leadership in outdoor education must be grounded in a transformational perspective that is primarily focused on envisioning and creating opportunities for positive change. We believe that leadership demands a high level of moral fitness that includes authentic individuals operating out of genuine care for others. We believe that positive change is possible through the creation of an atmosphere of trust in which followers feel safe and supported as they engage in challenging experiences.

#### ***Professionalism***

We believe that professionalism is an ethical responsibility and that the pursuit of excellence is central to personal and professional growth. We believe that professionalism requires taking pride in a job well done and personal accountability for actions and responsibilities. We believe that professionalism

requires maintaining and modeling a positive attitude in the best of circumstances and the most challenging of circumstances. We believe that professionalism is demonstrated by showing respect for self, others, and the environment and continuous engagement in creative and intellectually challenging opportunities for developing personal and professional competence.

## **Abilities, Skills, and Conduct**

### ***Communication Abilities***

Students will be able to: read and understand documents written in English (policies, procedures, etc.); interpret written directions accurately; convey information clearly through writing; effectively present information orally to individuals or groups (teaching explaining procedures, giving oral reports); interact with others in a nonconfrontational manner; obtain and document information accurately by computer.

### ***Emotional Abilities***

Students will: monitor and manage personal emotions appropriately (stress, frustration, fatigue, etc.); provide clients with appropriate emotional support; remain flexible in adapting to unexpected, stressful situations; perform multiple responsibilities concurrently; be able and willing to change behavior when it interferes with productive relationships; use safe judgment.

### ***Gross & Fine Motor Skills***

Students will be able to: move comfortably across uneven terrain; carry up to 50 lbs over long distances (i.e., three miles) and 100 lbs over short distances (i.e., one-half mile); safely bend, lift, and twist; work comfortably and competently at heights, in confined spaces, and on water; safely grasp and manipulate small objects.

### ***Professional Conduct***

Students will: interact productively, cooperatively, and in a collegial manner with individuals of differing personalities and backgrounds; demonstrate personal accountability for actions and responsibilities; maintain and model a positive attitude in the best and most challenging circumstances; show respect for self, others, and the environment; continually engage in creative and intellectually challenging opportunities for personal and professional growth; be punctual and perform work in timely manner; learn and abide by professional and ethical standards of practice; represent Missouri State University and the Department of Kinesiology in an exemplary and professional manner in and out of class.

### ***Class Behavior***

Student behavior in the academic environment must support personal and group learning, contribute to the learning outcomes, and model professionalism towards the immediate group and other groups that may be encountered.

Students are expected to demonstrate an ability to effectively and respectfully relate to others, think critically and skillfully, and strive for excellence. Effective behaviors include: completing assignments skillfully and submitting them on time; communicating thoughts and ideas clearly and in an appropriate manner; presenting oneself in an appropriate manner in front of groups; making meaningful contributions to class discussions and activities; collaborating effectively in groups and organizations; relating to peers and colleagues in a professional manner; taking leadership roles as appropriate; demonstrating appropriate physical and emotional functional skills for the profession; comprehending multiple, complex concepts; exhibiting maturity and wisdom in personal and professional decisions; understanding practices for the profession; and complying with accredited policy and procedures.

### ***Ethical Behavior***

Students enrolled in Recreation, Sport, and Park Administration courses at Missouri State University are bound by university policies and regulations in their personal and professional conduct.

Behavior that interferes with the performance of professional duties or compromises the well-being of clients, students, faculty, staff, or colleagues is not permitted. Students exhibiting such behavior will be asked to leave the immediate setting and may not be readmitted without evidence of appropriate behavioral change. Inappropriate behavior includes violent or repeated confrontation with others, indications of substance abuse, or physical/psychiatric disorders. Faculty, in consultation with other professionals as needed, will determine if subsequent change in the student's behavior is sufficient to warrant re-admission to classes, activities, field instruction, and/or continuation in outdoor education programs or services.

### **Personal Equipment**

Students must have access to personal equipment that is suitable for the demands of the program and future employment in the field. A list of required equipment will be made available to students.

### **Program Equipment**

Students are expected to demonstrate professionalism and responsibility through stewardship of Missouri State

### **Course Requirements**

All assignments should be computer generated unless specified otherwise. Computer generated assignments should be double-spaced using 12-point, Times New Roman font with 1 inch margins. All assignments should be in APA 5<sup>th</sup> edition format. Course grade will be determined on a Percentage of Total Point Basis.

1. **Exams (100 total points):** A final for 100 points. The format of these exams could include listing, multiple choice, true/false, short answer, matching, and essay.
2. **Class Participation/Quizzes/Attendance/Critical Thinking (100 points each):** Unannounced quizzes or activities may be assigned during the semester. These quizzes or activities will be given at different times of the class period. If you miss the quiz or activity you forfeited the opportunity of achieving those points. **BE ON TIME. Missing class and not reading before class will affect your grade.**
3. **Field trips: (50 points):** The student will be responsible for attending all field trips.
4. **New Outdoor Recreation Activity Participation (50 points):** Student will be required to attend a professionally lead trip or experience during the semester and submit a Video about the experience.
5. **Required Outside Certifications (10 points each.)** More information later
6. **Online Outdoor Guide: (50 points)** TBA
7. **Teaching: (100 points)** Each student will be required to teach throughout the semester. They will be evaluate on their technique, knowledge, and process.

### **Grading Scale**

A = 90-100%

B=80-89%

C=70-79%

D=60-69%

F= 59% or less

### ***Backcountry Gear 2014***

#### ***Basic personal expenses***

While the initial equipment expense of entering the field is considerable, your purchases will carry you for many years to come. Options exist for renting or borrowing some of the more expensive items like sleeping bags, tents, and backpacks. Doc does not want equipment to be a limiting factor in your education. I will make every effort to find ways to get you outfitted for the year. Please inquire directly with me.

You are wise to explore advertised sales at discount houses such as Sierra Trading Post and Campmor. Other strategies to reduce expenses include sewing some of your gear and borrowing or renting items such as sleeping bags. And buying on sale or from other people places such as goodwill and craigslist.

#### ***Backcountry clothing list***

##### **Underwear:**

2 pair (quick-drying if possible) – use silk, or a poly based product, remember cotton kills, \$5-\$45

Thermal top: synthetic or synthetic/wool blend: 1-2 \$10-\$150

Long underwear bottom: synthetic or synthetic/wool blend: 1-2

##### **Middle layer:**

Long sleeve polyester, light-weave dress shirt:

1 Wool or fleece trousers with belt \$10-40

Shorts (quick drying): 1-2 \$5-\$20

Heavy wool or pile jacket: 1 \$10-150

##### **Outerwear:**

Rain/wind parka –waterproof/breathable – 1 \$30-\$200

Rain/wind pants – 1 \$10-\$100

##### **Head and Hands:**

Ski cap made of wool or fleece or blend – covers ears and back of neck – 1 \$2-\$25

Brimmed cap – 1 \$2-\$25

Gloves made of wool, synthetic, or blend – 1 pair \$1-\$20

##### **Other:**

Bandannas – AT LEAST \$2

Sunglasses – 1 pair \$10-\$100

Socks:

Lightweight wool or synthetic liners – 2 pair (optional) \$5-\$15

Mid- or heavy-weight wool or synthetic – 2-4 pair. \$10-\$30

Boots or Shoes 1 pair \$25-\$150

Closed toe sandals – 1 pair \$5-\$85

##### ***Backpacking gear list –***

Clothing – see clothing list above \$130-\$780

Backpack \*

Topographical maps of area (know how to use them)\* Tent – or tarp/fly \* Stove, fuel, & fuel bottle\*

Cook gear –

skillet, #10 can, pot grippers, spatula, serving spoon, strainer, pot and pan storage bag\* Water purifier – either

filter or iodine tablets or iodine crystals\*

*Tarp(s)\**

*Ground Cloth\**

*Compass\**

*Sleeping bag* \$100-\$300

*Sleeping pad* \$15-\$85

*Chair* – Crazy creek or Thermarest \$20-\$45 Eating utensils – Bowl, cup, spoon \$5-\$25 First aid kit \$5-\$50 *Food*

*bag* – medium size duffel works well \$2-\$5 Food – repackage food to minimize waste and space

*Recipes* – I

recommend the NOLS Cookery (bring the book)

*Headlamps and extra batteries* \$5-\$75

*Knife/multi-tool* – small, multi-purpose with locking blades. \$5-\$55

*Lash straps and cord* –50 ft. multipurpose 1/8 in \$2-\$15 cord, if in bear country, 40 feet of 1/4 in rope

*Matches and lighter* \$2-\$20

*Safety sunglasses with floaty* \$15-\$85

*Close cell foam* to kneel on in canoes \$5-\$20

*Waterproof camera with floaty* \$20-\$100

*IPhone charger* \$25-\$85

*Hippo tape* \$5-\$10

*Glow stick* \$1-\$5

*Repair kit* – sewing kit, rip-stop repair tape, thermarest repair kit, spare stove parts, and duct tape \$5-\$55 *Shovel*

*or trowel* \$2-\$20

*Stuff sacks* – \$1-\$30

*Dry bags are a necessity for canoe camping* \$45-\$110

*Hydration system* \$5-25

*Whistle* \$1-\$5

Books (store in plastic bag) Games – hacky sack, playing cards, Frisbee, etc.

*Soap* – biodegradable AND phosphate free

*Sunblock*

*Toilet paper* (packed in waterproof bag) zip lock covered with duct tape for and tp

*Toothbrush, paste, and floss*

*Towel* (a bandana will work well for this purpose)

Personal care items such as:

Comb/brush

Hand cream

Insect repellant

Lip protection

Toenail clippers ETC.

*Total* \$530-\$2020

\*-This is gear that is provided by the department, you can use your own only with prior approval from the instructor.

## New Course Proposal Form

Submitted on 08/05/2016 by Hugh Gibson ([Hughgibson@missouristate.edu](mailto:Hughgibson@missouristate.edu)).

**\*All fields require input**

- ☒ New COURSE
- ☐ New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

REC

Course Number: ([Check Availability](#))

309

Course Title:

Outdoor Pursuits-Water

Will this proposal need to be reviewed by CGEIP? ☒ No ☐ YesWill this proposal need to be reviewed by EPPC? ☒ No ☐ Yes

Prerequisite/Co-requisite or enter 'None':

permission of instructor

General Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

Skill development in outdoor recreation water-based activities (canoeing, kayaking, etc.) and related environmental practices. Focuses on outdoor leadership development. Students are responsible for their own transportation to off-campus meetings. Field trips and weekend educational outings required.

Credit Hours:

3 ▼

Lecture Contact Hours:

3 ▼

Lab Contact Hours:

1 ▼

**Note:** If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- ☐ Fall ☐ Fall (even-numbered years only) ☐ Fall (odd-numbered years only)

☒ Spring ☐ Spring (even-numbered years only) ☐ Spring (odd-numbered years only)

☐ Summer ☐ On Demand only

#### Complete Catalog Description:

REC 309 Outdoor Pursuits-Water

Prerequisite: permission of instructor

Skill development in outdoor recreation water-based activities (canoeing, kayaking, etc.) and related environmental practices. Focuses on outdoor leadership development. Students are responsible for their own transportation to off-campus meetings. Field trips and weekend educational outings required.

Credit hours: 3 Lecture contact hours: 3 Lab contact hours: 1

Typically offered: Spring

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

*Attached*

#### Purpose of Course

This course is intended to give students hands on experience in a variety of outdoor related experiences having to do with human powered recreation on water. Students will also be put into various roles of outdoor leadership to get them ready for the profession.

#### Relationship to Other Departments

None

Is there a graduate/undergraduate parallel course to this one? ☒ No ☐ Yes

#### New Course Resource Information

Anticipated Average Enrollment per section:	<div>13</div>	Maximum Enrollment Limit per section:	<div>15</div>
Anticipated Average Enrollment per semester:	<div>13</div>	Maximum Enrollment Limit per semester:	<div>15</div>
Anticipated Average Enrollment per year:	<div>13</div>	Maximum Enrollment Limit per year:	<div>15</div>
Faculty Load Assignment (equated hours):	<div>2</div>		

Is another course being deleted? ☒ No ☐ Yes

What will this course require in the way of:

Additional library Holdings

None

Additional computer resources

None

Additional or remodeled facilities

None

Additional equipment or supplies

None

Additional travel funds

None

Additional faculty; general vs specialized

None

Additional faculty; regular vs per-course

None

Other additional expenses

none

---

If additional faculty are not required, how will faculty be made available to teach this course?

We have been teaching this as a Rec 495 course for the past couple semesters.

List names of current faculty qualified and available to teach this course

Dr. Hugh Gibson

What is the anticipated source of students for this course?

Parks and Outdoor Recreation students, others students with interests in outdoor leadership or recreation

If from within the department, will students be taking this course in addition to or in place of other courses?

Rec 495 Outdoor Pursuits

If from outside the department, which courses in other departments would most likely be affected?)

None

Other comments:

NA

What is the date that this new course was approved by departmental or program faculty? (MM/DD/YYYY)

09/21/2015

#### Current Status:

College Council Review

#### Proposal Progress:

08/08/2016 - Submitted by Department Head (Sarah McCallister)

#### Review Comments:

No comments have been added to this proposal.

Copy As New Proposal



**OUTDOOR PURSUITS- Water**  
**REC 309**  
**Missouri State University**

Prerequisite: Permission of Instructor

Instructor: Dr. Hugh Gibson

Office Hours: TBA

E-mail: [HughGibson@missouristate.edu](mailto:HughGibson@missouristate.edu)

Semester: Spring 2016

Office: KGSX 107

Phone: 836-5417

TDD# 836-6792

Deaf Relay # 1-571-1873

**Course Text**

1. IPOD touch or iPhone 3<sup>rd</sup> generation or higher

**Course Description and Purpose**

Skill development in outdoor recreation water-based activities (canoeing and kayaking, etc.) and related environmental practices. Focuses on outdoor leadership development. Students are responsible for their own transportation to off-campus meetings. Field trips and weekend educational outings required.

**Objectives of the Course**

To introduce the student to selected outdoor activities and provide experience in these activities by active participation. To encourage development of environmental stewardship behavior in outdoor pursuits. To develop their outdoor leadership skills.

At the conclusion of this course, students will have:

1. Basic knowledge of outdoor recreational and pursuits activities. Completed the equivalent of the shakedown phase of the Wilderness Education Association's Stewardship Program.
2. Be able to understand and explain Leave No Trace and low impact camping methods as related to Missouri.
3. Understand and use basic outdoor travel and planning methods as related to outdoor habitats of Missouri.
4. Be able to teach others how to enjoy outdoor pursuits in a more environmentally friendly method.
5. Be able to perform basic paddle strokes for kayak, canoe, and SUP.

**Course Format**

The nature of this course requires considerable class time in nontraditional settings. The class will have a number of field trips which will last beyond the stated class time. There will also be a required weekend outing. The course may include lecture, class discussions, reading assignments, written assignments, guest speakers, in class activities, oral presentations, quizzes, and written examinations. The class will consist of lectures, audiovisual enhancements, laboratory experiences, hands on experience, and field trips.

**Course Expectations**

Attendance is expected. Because class attendance and course grades are demonstrably and positively related, students are expected to attend all class sessions of courses in which they are enrolled. Students absent for exams will be allowed to make-up the test only with acceptable verification for absence (i.e., written excuse from medical professional, Dean of Students, director of University-sanctioned activities, etc.).

Immediately upon return to class, the student is expected to contact the instructor for permission to schedule the make-up. Failure to do so will result in the student forfeiting the chance for make-up.

Quizzes/Participation points missed due to absence or tardiness cannot be made up. Assignments are due on the day indicated. Assignments submitted late without prior instructor approval or acceptable written verification for late submission may not be accepted.

### **Missouri State University Policies**

#### **Attendance Policy:**

Attendance is expected. Because class attendance and course grades are positively related, students are expected to attend all class sessions of courses in which they are enrolled. Students absent for exams will be allowed to make-up the test **only with acceptable verification** for absence (i.e., written excuse from medical professional, Dean of Students, director of University-sanctioned activities/programs, family illness, etc.) Immediately upon return to class, the student is expected to contact the instructor for permission to schedule the make-up. Failure to do so will result in the student forfeiting the chance for make-up. Quizzes (scheduled and unscheduled) and Assignments which are missed due to an **excused absence** can be made up at a later date. Arrangements will be made on an individual basis. Quizzes and Assignments points missed due to unexcused absence or tardiness cannot be made up. Also, Assignments are due on the day indicated at the **beginning** of the class. No late assignments will be accepted unless arrangements have been made prior to the due date. Assignments not turned in due to absence must accompany a **documented** life circumstance note. (See above) If a documented note is not turned in the following class period, credit will not be given.

#### **Cell Phone/Texting Policy:**

As a member of the learning community, each student has a responsibility to other students who are members of the community. When cell phones or pagers ring and students respond in class or leave class to respond, it disrupts the class. Therefore, the Office of the Provost prohibits the use by students of cell phones, pagers, PDAs, or similar communication devices during scheduled classes. All such devices must be turned off or put in a silent (vibrate) mode and should not be taken out during class. Given the fact that these same communication devices are an integral part of the University's emergency notification system, an exception to this policy would occur when numerous devices activate simultaneously. When this occurs, students may consult their devices to determine if a university emergency exists. If that is not the case, the devices should be immediately put away. Students are also prohibited from using any type of device to text or communicate with others in a technological way during class. Other exceptions to this policy may be granted at the discretion of the instructor.

#### **Audio/Video Recording Course Activity Policy:**

No audio or video recording may be made without the express permission of the instructor and students who are recorded. Under certain circumstances students may make audio or video recordings of course activity with the instructor's permission. However, the redistribution of audio or video recordings from the course to individuals who are not students in the class is prohibited.

### **Emergency Response Statement**

At the first class meeting, students should become familiar with a basic emergency response plan through a dialogue with the instructor that includes a review and awareness of exits specific to the classroom and the location of evacuation centers for the building. All instructors are provided this information specific to their classroom and/or lab assignments in an e-mail prior to the beginning of the fall semester from the Office of the Provost and Safety and Transportation. Students with disabilities impacting mobility should discuss the approved accommodations for emergency situations and additional options when applicable with the instructor. For more information go to <http://www.missouristate.edu/safetran/51597.htm> and <http://www.missouristate.edu/safetran/erp.htm>.

### **Religious Accommodation**

The University may provide a reasonable accommodation based on a person's sincerely held religious belief. In making this determination, the University reviews a variety of factors, including whether the accommodation would create an undue hardship. The accommodation request imposes responsibilities and obligations on both the individual requesting the accommodation and the University. Students who expect to miss classes, examinations, or other assignments as a consequence of their sincerely held religious belief shall be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious observances on which they will be absent by submitting a Request for Religious Accommodation Form to the instructor by the end of the third week of a full semester course or the end of the second week of a half semester course.

### **Academic Integrity Policy**

Missouri State University is a community of scholars committed to developing educated persons who accept the responsibility to practice personal and academic integrity. You are responsible for knowing and following the university's Student Academic Integrity Policies and Procedures, available at [www.missouristate.edu/policy/academicintegritystudents.htm](http://www.missouristate.edu/policy/academicintegritystudents.htm). You are also responsible for understanding and following any additional academic integrity policies specific to this class (as outlined by the instructor). Any student participating in any form of academic dishonesty will be subject to sanctions as described in this policy. If you are accused of violating this policy and are in the appeals process, you should continue participating in the class.

### **Dropping a Class**

It is your responsibility to understand the University's procedure for dropping a class. If you stop attending this class but do not follow proper procedure for dropping the class, you will receive a failing grade and will also be financially obligated to pay for the class. For information about dropping a class or withdrawing from the university, contact the Office of the Registrar at 836-5520. See Academic Calendars (<http://calendar.missouristate.edu/academic.aspx>) for deadlines.

### **Special Conditions and Disability Accommodation Policy**

To request academic accommodations for a disability, contact the Director of the Disability Resource Center, Plaster Student Union, Suite 405, (417) 836-4192 or (417) 836-6792 (TTY), [www.missouristate.edu/disability](http://www.missouristate.edu/disability). Students are required to provide documentation of disability to

the Disability Resource Center prior to receiving accommodations. The Disability Resource Center refers some types of accommodation requests to the Learning Diagnostic Clinic, which also provides diagnostic testing for learning and psychological disabilities. For information about testing, contact the Director of the Learning Diagnostic Clinic, (417) 836-4787, <http://psychology.missouristate.edu/ldc>. For additional information students should contact the Disability Resource Center <http://www.missouristate.edu/disability/>, 836-4192 (PSU 405).

### **Nondiscrimination Policy**

Missouri State University is an equal opportunity/affirmative action institution, and maintains a grievance procedure available to any person who believes he or she has been discriminated against. At all times, it is your right to address inquiries or concerns about possible discrimination to the Office for Equity and Diversity, Park Central Office Building, 117 Park Central Square, Suite 111, (417) 836-4252. Other types of concerns (i.e., concerns of an academic nature) should be discussed directly with your instructor and can also be brought to the attention of your instructor's Department Head. Please visit the OED website at [www.missouristate.edu/equity/](http://www.missouristate.edu/equity/).

**DISRUPTIVE BEHAVIOR:** The course instructor has original jurisdiction over his/her class and may deny a student who is unduly disruptive the right to attend the class. Students are expected to master the course content in compliance with the syllabus of the course instructor. The student is expected to comply with all reasonable directives of the course instructor. The course instructor may have a student administratively withdrawn from a course upon showing of good cause and with the concurrence of the departmental head. The appeals process in case of such administrative withdrawal shall be as stated in the academic regulations under "Grade Re-evaluation Based on Performance." I view talking in class while others have the floor, disrespectful comments and chronically arriving late to class as disruptive behavior.

Recommended behavior:

Class begins promptly at the beginning of the class period. It is advisable that you be in your seat and ready to start participating in class at that time. □ Always bring the required supplies and be ready to be actively engaged in the learning process. This communicates preparedness and interest.

Your attention should be focused on the business at hand – the class, its content, and the professor. □ It is fine to bring a drink or a snack to class, as long as it is not distracting. □ Your professor expects your full attention for the entire class period. If you know that you'll need to leave before the class is over, try to sit as close to the door as possible so as not to disrupt others. Similarly, if you arrive in class late, just slip in as quietly as possible and take the first available seat you come to. Laying your head on the desk or sleeping in class is rude, and it is distracting to others. □ Turn in assignments on time. □ Being courteous in class does not mean that you have to agree with everything that is being said. However, your point will be much more credible if conveyed without rudeness, aggression, or hostility. If you strongly disagree with your professor, it is a good idea to speak with him/her after class. □ Having manners and using them are strongly encouraged, with your professor and your classmates. □ When you have a question or comment, please raise your hand first as a courtesy to your classmates and the professor. Remember, your questions are NOT an imposition – they are welcome. Chances are, if you have a question, someone else is thinking the same thing but is too shy to ask it. So, ask questions! You'll learn more, it makes the class more interesting, and you are helping others learn as well. □ If you have a problem, come to your professor with the problem and multiple solutions to fix said problem. □ If

an emergency arises that requires an absence from a session, it is your responsibility to get the notes and all other information that was covered in class from a colleague you trust.

Just food for thought: how many people do you think this professor knows in your field? Be aware of how your actions now may affect you in 5-10-15-20 years. Generally they will have been in the field longer than you have been alive. And their network is something that should have great value to you.

Here are some ways to ensure your professor will remember you—not so fondly:

1. Text in class. Do you really think we don't notice you clicking away? Unless you are a surgeon awaiting a call to surgery, for these two hours you are paying to learn something, perhaps you can shut off your phone.
2. Arrive late for class and then ask questions about topics discussed before you arrived. Please anticipate traffic or parking issues, and build in extra time to get to class. If you had a plane to catch, a red carpet event to attend, or a business deadline, would you be late? If yes, then PR is not the industry for you.
3. Skip class and arrive the following session asking, "Did I miss anything?" No, of course you didn't. We stared at the wall and contemplated why you decided not to show up.
4. Pretend to take notes on your laptop, but really be updating your Facebook profile. Yes, we can tell when you are listening and taking notes—and we know when you are surfing the Web.
5. Send an email with questions about the work, the night before an assignment is due. You've had a week or more to get your work done or ask questions, do you really think I'm going to respond to your 10:00 p.m. email on a Sunday night? Or perhaps if you were paying attention (see point No. 4) you wouldn't be confused.
6. Tell me the printer is broken and ask if you can email the assignment. Guess what? You've been ratted out. Some students save a blank document with a false suffix so it can't be opened and then say, "Oh yes, I emailed you that assignment." This is why I don't accept emailed assignments.
7. Stop by my office and say: "Did you get my email?" Hmm, I receive at least 200 emails each day. Yes, I probably received it and responded.
8. Have a negative attitude. Perhaps you are close to graduation, or maybe you've successfully completed an internship and are confident with your career prospects. As such, this class is a waste of time, right? Professors carefully design lectures, class exercises, and assignments to help prepare you for the real world. Take advantage of your time in college and make the most of it. Work on that poker face.
9. Complain about the workload. Do you think we enjoy taking 200 or more pages of students' work home to edit, grade, and assess? We give you work to help you learn and to prepare you for future success. Professors spend countless hours outside of class creating meaningful assignments, grading, and assessing your work to help you learn.
10. Don't do your homework and then make excuses. Please take responsibility for your own life and academic choices and success. In the job market, your employer will not care about your

really great excuse regarding why you missed a deadline.

The most gratifying part of my job as a professor is hearing from graduates how much my classes and guidance helped them achieve in their careers and lives. I maintain strong relationships with many of these former students and continue to act as an advisor, mentor, and reference long after they reach professional success. Professors truly care about students' success and will help them achieve it if they avoid the above student sins.

Lorra M. Brown is an assistant professor at William Paterson University in Wayne, N.J

### **Course Requirements**

All assignments should be computer generated unless specified otherwise. Computer generated assignments should be double-spaced using 12-point, Times New Roman font with 1 inch margins. All assignments should be in APA 5<sup>th</sup> edition format. Course grade will be determined on a Percentage of Total Point Basis.

1. **Exam (100 total points):** A final for 100 points. The format of these exams could include listing, multiple choice, true/false, short answer, matching, and essay.
2. **Class Participation/Quizzes (5-10):** Unannounced quizzes or activities may be assigned during the semester. These quizzes or activities will be given at different times of the class period. If you miss the quiz or activity you forfeit the opportunity of achieving those points. **BE ON TIME. Missing class, being late or leaving early will affect your grade.**
3. **Skill Review: (50 points):** More details to be given later.
4. **Field trips: (300 points):** The student will be responsible for attending a field trips for a total of 300 points.
5. **Outside class Personal Trip: (50 points):** More information given later
6. **Electronic Manual (75 points):** The students will work in groups to develop, design and edit a multi media project to be turned in at the end of class.
7. **Teaching: (100 points)** Each student will be required to teach throughout the semester. They will be evaluate on their technique, knowledge, and process. They will have a in class and a on water teaching segment.

1 Class Part. /Quizzes (5-10 points ea.)

Multi Media Project (25 points)

Comprehensive Final (100 points)

Exam (100 points)

Skill Review (50 points)

#### **Grading Scale**

A = 90-100%

B=80-89%

C=70-79%

D=60-69%

F= 59% or less

Field trips (300 points)  
Personal Trip (50 points)  
Teaching 100 points



# Financial Services

[Missouri State](#) > [Financial Services](#) > [Accounting and Budgeting](#) > Membership Reporting

Membership Reporting Form

## Membership Reporting

### Background – Employee Memberships

The 2010 State Auditor's report recommended that stronger controls over individual memberships be implemented. As a result, the University's Fiscal Responsibility Policy was expanded to increase the following section regarding individual and institutional memberships:

- University funds may be used to pay for institutional memberships in [professional societies or associations](#).
- University funds may be used to pay for individual memberships in, and continuing education sponsored by, professional societies or associations as approved by the President, Provost, Vice President-level administrators, or Deans, as available resources allow. Individual memberships are limited to no more than two per employee unless approved in advance, on the "Individual Membership Dues" reporting form by the [President, Provost, or Vice President-level administrators](#).
- University funds may be used to pay for individual civic club memberships only for the [President, Provost, Vice President-level administrators, or Deans](#) as available resources allow.
- Each cost center administrator must report all individual memberships purchased to the President annually.

As indicated in the policy, we are asking that each division (VP level and Provost) ensure that the above fiscal responsibility policy be complied with, including reporting on individual memberships. Last year, however, we did not provide a format for this reporting which prevented complete analysis of the information.

### Reporting Instructions / Actions Required

As a fresh start, beginning July 2, 2012, we are asking that every individual membership be documented within the attached "Individual Membership Dues" reporting form, as is done with the case of gifts reporting.

Please note the attached forms. The Membership Reporting Form reports information such as the name of the employee and specific individual membership he/she receives. In the case where each employee has two or less individual memberships, supervisory (normal budgetary) approval is appropriate. Upon completion, these should be forwarded through the appropriate approval process.

In situations where employees request [more than 2 individual memberships](#), pre-approval on the "Individual Membership Dues" reporting form by the President, Provost, or Vice President-level administrators will be required ([per Fiscal Responsibility Policy](#)).

An [Excel spreadsheet](#) should be completed by the cost center (Vice President and/or Provost Administrators) and forwarded to the President's Office for reporting purposes and will be useful for collecting the data.

MAKE YOUR  
MISSOURI  
STATEMENT.

Last Modified: August 24, 2015  
[Accessibility](#) | [Disclaimer](#) | [Disclosures](#)  
| [EO/AA/M/F/Veterans/Disability/Sexual Orientation/Gender Identity](#)  
© 2010 [Board of Governors](#), Missouri State University

Maintained by: [Financial Services](#)  
[Contact Information](#)  
file:///hhs2/Depts/DeansOffice/Common/CHHS Office Manual/M/Membership  
Dues (Indiv) Reporting/Membership Reporting - Financial Services - Missouri  
State  
University.htmlhttp://www.missouristate.edu/financialservices/MembershipReport

## Change Program Proposal Form

Submitted on 04/15/2016 by Michael Clayton ([MClayton@MissouriState.edu](mailto:MClayton@MissouriState.edu)).

Department:

Psychology

Type of Program

Choose One:

- |   |                                     |                                      |
|---|-------------------------------------|--------------------------------------|
| <input checked="" type="radio"/> Major (Non-Comprehensive/Graduate Program) | <input type="radio"/> Minor         | <input type="radio"/> Academic Rules |
| <input type="radio"/> Comprehensive Major                                   | <input type="radio"/> Certificate   | <input type="radio"/> Other          |
| <input type="radio"/> Option  | <input type="radio"/> Certification |                                      |



Title of Program Affected:


Applied Behavior Analysis-MS

**Current Catalog Description:** (Either cut and paste present description from online catalog **OR** provide as an attachment below)

*Attached*

**Complete New Catalog Description:** (Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)



**B** *I* 

Attached

**What is changing? Check all boxes that apply:**

- |  |   |                                |
|--|---|--------------------------------|
| <input type="checkbox"/> Title change                                | <input type="checkbox"/> From option to program (major) | <input type="checkbox"/> Other |
| <input checked="" type="checkbox"/> Course changes of under 18 hours | <input type="checkbox"/> From program (major) to option |                                |
| <input type="checkbox"/> Course changes of 18 hours or more          |   |                                |

**Reason for Proposed Change:**

Change in course requirements to satisfy the national certification board's requirements.

**What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)**

10/16/2015

**Current Status:**

Grad Council Review

**Proposal Progress:**

04/21/2016 - Submitted by Department Head (Robert Jones)

04/24/2016 - Reviewed by Dean (Helen Reid)

**Review Comments:**

No comments have been added to this proposal.

Copy As New Proposal



Last Modified: 07/17/2015 • [Disclaimer](#) • [Accessibility](#) • [EO/AA/M/F/Veterans/Disability](#)

© 2016 [Board of Governors](#), Missouri State University • Maintained by: [Computer Services - MIS](#) • [Contact Information](#)

# Applied Behavior Analysis

## Graduate programs

### Master of Science, Applied Behavior Analysis

#### Michael Clayton, Program Director

Hill Hall, Room 404;

Phone 417-836-3783

<http://psychology.missouristate.edu/experimental/>; [MClayton@missouristate.edu](mailto:MClayton@missouristate.edu)

The Master of Science degree in Applied Behavior Analysis is a joint effort between the Psychology Department and the Department of Counseling, Leadership and Special Education. The coursework consists of 27 credit hours of classroom work and 6 credit hours of practicum work.

Also, students will complete an empirically-based 6 credit thesis project as a culminating experience. Successful completion of the program will result in having met the course sequence and supervised practicum criteria to set for the national certification examination and become a Board Certified Behavior Analyst. A unique feature of the program is the specialized training opportunities for those who will be working within school settings. Students who complete this program will be trained to be experts in Applied Behavior Analysis so to (1) employ research based instructional strategies for special populations (specifically students with Autism Spectrum Disorders) in clinical, school and home based settings and (2) to become competent scientist-practitioners and researchers in experimental and applied behavioral science.

## Admission requirements

To be considered for admission into the Applied Behavior Analysis Program students must meet the following requirements:

1. Completion of a bachelor's degree from a regionally accredited undergraduate Psychology program or Education program with an emphasis in special education.
2. Maintained a cumulative grade point average (GPA) of 3.0 in undergraduate and graduate work and a 3.25 in major field.
3. Applicants with a Psychology major must have maintained a 3.25 in all psychology coursework and completed at least 20 semester hours or 30 quarter hours of psychology, including coursework in statistics and research methods.
4. Applicants with an Education major with an emphasis in Special Education must have maintained a 3.25 PGA in the professional education courses and the certificate subject area of Special Education.
5. The following Graduate Record Examination (GRE) scores are recommended as minimum scores for consideration of applicants: A Verbal Reasoning score of 151 or higher; a Quantitative Reasoning score of 142 or higher; and an Analytical Writing score of 3.5.
6. All applications to the graduate program will be required to complete a Family Care Safety Registry background check. If you are a Missouri resident and have not completed the Family Care and Safety Registry (FCSR) form, please do so by following this link:  
<http://education.missouristate.edu/services/efe/fcsr.htm>.

## Degree requirements

Required Courses (total of 39 hours)

Course Code	Course Title	Credit Hours
<a href="#"><u>PSY 614</u></a>	Introduction to Applied Behavior Analysis	3 hrs
<a href="#"><u>SPE 618</u></a>	Applications of Applied Behavior Analysis and Interventions for Teachers in Applied Settings	3 hrs
<a href="#"><u>SPE 625</u></a>	Introduction to Teaching and Assessing Students with Autism Spectrum Disorders	3 hrs
<a href="#"><u>PSY 747</u></a>	Single Subject Research Design in Applied Behavior Analysis	3 hrs
<a href="#"><u>PSY 777</u></a>	Conceptual Foundations of Applied Behavioral Science	3 hrs
<a href="#"><u>PSY 761</u></a>	Ethical and Professional Issues	3 hrs
<a href="#"><u>PSY 797</u></a> or <a href="#"><u>SPE 710</u></a>	Directed Research or Problems in Special Education	3 hrs
<a href="#"><u>PSY 796</u></a> or <a href="#"><u>SPE 791</u></a>	Practicum or Clinical Practicum for Special Needs Populations	6 hrs
<a href="#"><u>PSY 799</u></a> or <a href="#"><u>SPE 799</u></a>	Thesis	6 hrs

Elective Courses: select two of the following courses (6 hrs)

Course Code	Course Title	Credit Hours
<a href="#"><u>PSY 602</u></a>	Learning Theories	3 hrs
<a href="#"><u>SPE 626</u></a>	Applied Behavior Analysis for Developmental Disabilities and Autism in Applied Settings	3 hrs
<a href="#"><u>SPE 627</u></a>	Seminal in Development and Sensory Disabilities	3 hrs
<a href="#"><u>PSY 629</u></a>	Psychological Tests and Measurements	3 hrs
<a href="#"><u>PSY 695</u></a>	Specialized Topics in Psychology	3 hrs
<a href="#"><u>PSY 745</u></a>	Statistics and Research Design	3 hrs
<a href="#"><u>PSY 767</u></a>	Behavior Disorders of Childhood	3 hrs
<a href="#"><u>SPE 780</u></a>	Contemporary Issues in Special Education	3 hrs

Thesis Project Requirement

A 6 credit hour experimental thesis is required. Experimental thesis here implies a research project that involves a manipulation in an applied or experimental lab setting that employs a Single-Subject design experiment (e.g., ABAB, Multiple Baseline, or Changing Criterion) and appropriate subsequent data analysis.

Board Certified Behavior Analyst

Students who decide to pursue Board Certified supervised practicums should consult early (the first semester) with their respective Psychology or

Special Education advisor to arrange opportunities and to apply for Board Certified supervised practicum placement. Students who are interested in obtaining certification must ensure that the practicum courses meet the Behavior Analyst Certification Board requirements (e.g., supervision by a Board Certified Behavior Analyst, allocation of hours to a variety of professional activities, record keeping, etc.). It is possible that students who are destined for a Ph.D. in Behavior Analysis would not choose to seek Board Certified supervised practicums, but rather they would focus on basic and/or applied research practicums.



Last Modified: February 8, 2016 • [Disclaimer](#) | [Disclosures](#) | [EO/AA/M/F/Veterans/Disability/Sexual Orientation/Gender Identity](#)

© 2013 [Board of Governors](#), Missouri State University • [Contact Information](#)

<http://graduate.missouristate.edu/catalog/prog-applied-behavior-analysis.htm><http://graduate.missouristate.edu/catalog/prog-applied-behavior-analysis.htm>

Required Courses (total of 39 hours)

Course Code	Course Title	Credit Hours
<u>PSY 614</u>	Introduction to Applied Behavior Analysis	3 hrs
<u>SPE 618</u>	Applications of Applied Behavior Analysis and Interventions for Teachers in Applied Settings	3 hrs
<del><u>PSY 625</u></del>	<del>Introduction to Teaching and Assessing Students with Autism Spectrum Disorders</del>	<del>3 hrs</del>
<u>PSY 747</u>	Single Subject Research Design in Applied Behavior Analysis	3 hrs
<u>PSY 777</u>	Conceptual Foundations of Applied Behavioral Science	3 hrs
<u>PSY 761</u>	Ethical and Professional Issues	3 hrs
<u>PSY 797</u> or <u>SPE 710</u>	Directed Research or Problems in Special Education	3 hrs
<u>PSY 796</u> or <u>SPE 791</u>	Practicum or Clinical Practicum for Special Needs Populations	6 hrs
<u>PSY 799</u> or <u>SPE 799</u>	Thesis	6 hrs

PSY 757      *observational methods and functional assessment*  
SPE 626      *Applied Behavior Analysis for Developmental Disabilities and autism in applied settings*      *or*      3 hrs

**Elective Courses: select two of the following courses (6 hrs)**

Course Code	Course Title	Credit Hours
<u>PSY 602</u>	Learning Theories	3 hrs
<u>SPE 626</u>	Applied Behavior Analysis for Developmental Disabilities and Autism in Applied Settings	3 hrs
<u>SPE 627</u>	Seminal in Development and Sensory Disabilities	3 hrs
<u>PSY 629</u>	Psychological Tests and Measurements	3 hrs
<u>PSY 695</u>	Specialized Topics in Psychology	3 hrs
<u>PSY 745</u>	Statistics and Research Design	3 hrs
<u>PSY 767</u>	Behavior Disorders of Childhood	3 hrs
<u>SPE 780</u>	Contemporary Issues in Special Education	3 hrs

Thesis Project Requirement

A 6 credit hour experimental thesis is required. Experimental thesis here implies a research project that involves a manipulation in an applied or experimental lab setting that employs a Single-Subject design experiment (e.g., ABAB, Multiple Baseline, or Changing Criterion) and appropriate subsequent data analysis.

Board Certified Behavior Analyst

Students who decide to pursue Board Certified supervised practicums should consult early (the first semester) with their respective Psychology or