# **Deactivation Proposal**

Date Submitted: 10/02/24 10:13 am

Viewing: 10KY5185BS: Athletic

# **Training, BS**

Last approved: 07/11/23 10:45 am

Last edit: 10/24/24 3:57 pm Changes proposed by: Kristi Carlson

Athletic Training, BS

Catalog Pages Using this Program

Proposal Type:

#### In Workflow

- 1. U Program Review
- 2. 1581 Committee Chair
- 3. 1581 Head
- 4. KY Committee Chair
- 5. KY Dean
- 6. University Librarian
- 7. COTE Programs
- 8. Provost
- 9. Senate EPC
- 10. Senate
- 11. U Senate Conf
- 12. Board of Trustees
- 13. IBHE
- 14. HLC
- 15. DMI

# Approval Path

- 1. 10/03/24 10:54
  - am

Donna Butler

(dbutler):

Approved for U

Program Review

2. 10/03/24 12:06

pm

Kristi Carlson

(carlso1):

Approved for 1581

Committee Chair

3. 10/03/24 9:53 pm

Kim Graber

(kgraber):

Head

4. 10/07/24 3:25 pm Robbin King

Approved for 1581

(rlking10):

Approved for KY

Major (ex. Special Education)

This proposal is

for a:

Revision

Phase Down/Elimination

#### Administration Details

Official Program

Athletic Training, BS

Name

Diploma Title Bachelor of Science in Athletic Training

Sponsor College Applied Health Sciences

Sponsor Health and Kinesiology

Department

Committee Chair

5. 10/07/24 4:12 pm Steve Petruzzello (petruzze): Approved for KY Dean

- 6. 10/14/24 5:15 pm
  Claire Stewart
  (clairest):
  Approved for
  University
  Librarian
- 7. 10/14/24 8:11 pm Suzanne Lee (suzannel): Approved for COTE Programs
- 8. 10/16/24 1:48 pm Brooke Newell (bsnewell): Approved for Provost

#### History

- 1. Sep 20, 2022 by Deb Forgacs (dforgacs)
- 2. Jul 11, 2023 by Kristi Carlson (carlso1)

Sponsor Name Kristi Carlson

Sponsor Email carlso1@illinois.edu

College Contact Kristi Carlson College Contact

Email

carlso1@illinois.edu

College Budget

Officer

College Budget

Officer Email

List the role for rollbacks (which role will edit the proposal on questions from EPC, e.g., Dept Head or Initiator) and/or any additional stakeholders. Purpose: List here who will do the editing work if proposal needs rolled back. And any other stakeholders.

Kristi Carlson will address all revisions.

Does this program have inter-departmental administration?

No

# Proposal Title

Effective Catalog Spring 2025

Term

Proposal Title (either Establish/Revise/Eliminate the Degree Name in Program Name in the College of XXXX, i.e., Establish the Bachelor of Science in Entomology in the College of Liberals Art and Sciences, include the Graduate College for Grad Programs)

Eliminate the Bachelor of Science in Athletic Training in the College of Applied Health Sciences

Does this proposal have any related proposals that will also be revised during the next 6 weeks? Consider Majors, Minors, Concentrations & Joint Programs in your department. Please know that this information is used administratively to move related proposals through workflow efficiently. Example: If you are revising the BS proposal and one related concentration within the next 6 weeks, "This BS proposal (key 567) is related to the Concentration A proposal (key 145)."

This proposal is related to key 1157.

## **Program Justification**

Provide a brief description of what changes are being made to the program.

This proposal is to deactivate the Athletic Training major in Kinesiology, as we no longer admit/enroll students to/in this program.

Why are these changes necessary?

We have not admitted students to this program since Fall 2010/Spring 2011 since it was determined at that time that we would no longer offer the program. This decision was based on the high cost of running the program, as well as the retirement of key faculty members.

In 2015, the National Athletic Trainer's Association (NATA) Board of Directors and the Commissioners of the Commission on Accreditation of Athletic Training Education CAATE agreed to establish the professional degree in athletic training at the master's level, thereby requiring that professional programs be at the master's degree level with a specific implementation deadline of no less than seven years. Because we did not transition our program to a master's degree program during this timeframe, our program no longer meets the necessary requirements to prepare future athletic trainers.

The program was temporarily suspended for the 2023-2024 academic year. After much discussion and evaluation, it was determined that we are not in a position to redevelop our program as a master's level program at this time, will not admit students in the near future, and should therefore deactivate the program.

#### Instructional Resources

Will there be any reduction in other course offerings, programs or concentrations by your department as a result of this new program/proposed change?

No

Does this new program/proposed change result in the replacement of another program?

No

Does the program include other courses/subjects outside of the sponsoring department impacted by the creation/revision of this program?

Yes

Courses outside

of the sponsoring

department/

interdisciplinary

departments

FSHN 120 - Contemporary Nutrition

PSYC 100 - Intro Psych

PSYC 103 - Intro Experimental Psych

<u>CMN 111</u> - <u>Oral & Written Comm I</u> <u>CMN 112</u> - <u>Oral & Written Comm II</u>

Please attach any <u>Letter of Acknowledgement AT - PSYC 100-103.pdf</u>

letters of support/ Notice of Deactivation Athletic Training Major, Kinesiology -

acknowledgement <u>CMN.pdf</u>

for any <u>Notice of Deactivation\_Athletic Training Major, Kinesiology -</u>

Instructional <u>FSHN.pdf</u>

Resources consider faculty, students, and/or other impacted units as appropriate.

# Program Regulation and Assessment

# Plan to Assess and Improve Student Learning

Illinois Administrative Code: 1050.30(b)(1)(D) Provision is made for guidance and counseling of students, evaluations of student performance, continuous monitoring of progress of students toward their degree objectives and appropriate academic record keeping.

List the program's student learning outcomes. Each outcome should identify what students are expected to know and/or be able to do upon completing this program.

- 1. The student will be able to demonstrate assessment procedures for overall wellness including injury prevention techniques.
- 2. The student will be able to evaluate pathologies through the use of evidence-based assessment techniques.
- 3. The student will be able to demonstrate how to provide care during acute and emergency situations.
- 4. The student will be able to implement evidence-based therapeutic treatments and rehabilitation protocols for various pathologies.
- 5. The student will be able to demonstrate the components of healthcare administration while having the knowledge of maintaining professional health and well-being.
- 6. The student will be able to demonstrate mastery of the knowledge and skills necessary to effectively perform as an entry-level Certified Athletic Trainer as defined by the program's accrediting body.

Describe how, when, and where these learning outcomes will be assessed.

Describe here:

Not applicable at this time

Identify faculty expectations for students' achievement of each of the stated student learning outcomes. What score, rating, or level of expertise will signify that students have met each outcome? Provide rating rubrics as necessary.

Not applicable at this time

Explain the process that will be implemented to ensure that assessment results are used to improve student learning.

Not applicable at this time

Program
Description and
Requirements
Attach Documents

Is the career/profession for graduates of this program regulated by the State of Illinois?

## Program of Study

Baccalaureate degree requires at least 120 semester credit hours or 180 quarter credit hours and at least 40 semester credit hours (60 quarter credit hours) in upper division courses" (source: https://www.ibhe.org/assets/files/PublicAdminRules2017.pdf). For proposals for new bachelor's degrees, if this minimum is not explicitly met by specifically-required 300- and/or 400-level courses, please provide information on how the upper-division hours requirement will be satisfied.

#### Catalog Page Text - Overview Tab

Description of program for the catalog page. This is not official content, it is used to help build the new catalog page for the program. Can be edited in the catalog by the college or department.

#### Statement for

Programs of

#### **Requirements Including General Education**

The Athletic Training Education Program necessitates that General Education requirements be selected from the Campus General Education course list. The prescribed courses prepare the student for upper division study and may be used to satisfy General Education requirements provided they are on the appropriate General Education list. Specifically required General Education courses are listed below.

Course List

Hours
5-7
3
5
3 or
1
)
1
3
3
)
3
3
3
3
)-15
, 13
, 13
, 13
53 53 1

Code Title	е		Hours
Computer Skills			
From the approved depar	tment list		
Anatomy			
MCB 334 Cou	urse MCB 334 Not Found (Functional Hum	nan Anatomy)	
Supporting Coursework			
At least one course from	the approved University general educatio	n or departmental lists to bring	1-3
total Hours in general edu	ucation to 54		
Total Hours General Educ	ation		54
Kinesiology Coursework			
CHLH 101	urse CHLH 101 Not Found		3
KIN 122 Cou	urse KIN 122 Not Found		3
Kinesiology Core Requirer	ments		
KIN 125 Cou	urse KIN 125 Not Found		1
KIN 140	urse KIN 140 Not Found (Gen Ed)		3
KIN 150	urse KIN 150 Not Found (Gen Ed)		3
KIN 201	urse KIN 201 Not Found (Gen Ed)		3
KIN 259	urse KIN 259 Not Found (Gen Ed)		3
KIN 340	urse KIN 340 Not Found (Gen Ed)		3
KIN 352 Cou	urse KIN 352 Not Found		3
KIN 355	urse KIN 355 Not Found		3
	Course List		
Code Title		Hours	
Kinesiology Coursework			
KIN 125 Course KIN 12	5 Not Found	1	
KIN 130 Course KIN 13	0 Not Found	2	
Two courses from the mo	vement skills series (KIN 131-136)		
KIN 140 Course KIN 14	0 Not Found (Gen Ed)	3	
KIN 150 Course KIN 15	0 Not Found (Gen Ed)	3	
	0 Not Found (Gen Ed)	3	
KIN 257 Course KIN 25	7 Not Found (Coordination, Control & Sk	ill)	
KIN 262 Course KIN 26	2 Not Found	3	
KIN 352 Course KIN 35	2 Not Found	3	
KIN 355 Course KIN 35	5 Not Found	3	
Athletic Training Core Cou	urses		
KIN 120 Course KIN 12		2	
KIN 181 Course KIN 18	1 Not Found		
KIN 182 Course KIN 18	2 Not Found		
KIN 220 Course KIN 22	0 Not Found		
KIN 221 Course KIN 22	1 Not Found		
KIN 222 Course KIN 22	2 Not Found		
KIN 247 Course KIN 24		3	
KIN 281 Course KIN 28			
KIN 282 Course KIN 28			
KIN 320 Course KIN 32	0 Not Found		
KIN 325 Course KIN 32	5 Not Found		
KIN 381 Course KIN 38	1 Not Found		
KIN 382 Course KIN 38	2 Not Found		

Code	Title		Hours
KIN 384	Course KIN 384 Not Found		
KIN 384	Course KIN 384 Not Found		
KIN 481	Course KIN 481 Not Found		
CHLH 100	Course CHLH 100 Not Found	<u>t</u>	3
FSHN 120	Contemporary Nutrition		3
_			

**Summary of Degree Requirements** 

Course List

Code	Title	Hours
General Education and supporting coursework		54
Kinesiology Coursework		25
Athletic Training coursework		43
Elective Courses: hours will vary based on course se	election toward General Education requirement	īs6-19
Total Hours		128

Corresponding

BS Bachelor of Science

Degree

# Program Features

Academic Level Undergraduate

Does this major No

have transcripted concentrations?

What is the typical time to completion of this program?

4 years

What are the minimum Total Credit Hours required for this program?

128

CIP Code 510913 - Athletic Training/Trainer.

Is This a Teacher Certification Program?

Νo

Will specialized accreditation be sought for this program?

No

# **Delivery Method**

This program is

available:

On Campus - Students are required to be on campus, they may take some online courses.

### Admission Requirements

Desired Effective

Admissions Term

Is this revision a change to the admission status of the program?

No Yes

Provide a brief narrative description of the admission requirements for this program. Where relevant, include information about licensure requirements, student background checks, GRE and TOEFL scores, and admission requirements for transfer students.

# Phase Down/Elimination Enrollment

Does this program No currently have enrollment?

Describe how this revision or phase down/elimination will impact enrollment and degrees awarded. If this is an elimination/phase down proposal include the plans for the students left in the program.

There are no students enrolled in this program. No students will be enrolled and no degrees will be awarded in this program in the future.

Number of Students in Program (estimate)

Year One Estimate 5th Year Estimate (or when

fully implemented)

Estimated Annual Number of Degrees Awarded

Year One Estimate 5th Year Estimate (or when

fully implemented)

What is the Fall matriculation

term for this program?

## Budget

Will the program or revision require staffing (faculty, advisors, etc.) beyond what is currently available?

No

Additional Budget

Information

Attach File(s)

### Financial Resources

How does the unit intend to financially support this proposal?

Will the unit need to seek campus or other external resources?

Attach letters of support

What tuition rate do you expect to charge for this program? e.g, Undergraduate Base Tuition, or Engineering Differential, or Social Work Online (no dollar amounts necessary)

Are you seeking a change in the tuition rate or differential for this program?

No

### Plan to Evaluate and Improve the Program

Plan to Evaluate and Improve the Program Attachments

## **Budget Narrative**

#### Fiscal and Personnel Resources

Illinois Administrative Code: 1050.30(a)(5): A) The financial commitments to support the unit of instruction, research or public service are sufficient to ensure that the faculty and staff and support services necessary to offer the unit of instruction, research or public service can be acquired and maintained; B) Projections of revenues necessary to support the unit of instruction, research or public service are based on supportable estimates of state appropriations, local tax support, student tuition and fees, private gifts, and/or governmental grants and contracts.

#### **Budget Rationale**

Provide financial data that document the university's capacity to implement and sustain the proposed program and describe the program's sources of funding.

Is the unit's (Department, College, School) current budget adequate to support the program when fully implemented? If new resources are to be provided to the unit to support the program, what will be the source(s) of these funds? Is the program requesting new state funds? (During recent years, no new funds have been available from the state (IBHE) to support new degree programs).

## Faculty Resources

Will current faculty be adequate to provide instruction for the new program or will additional faculty need to be hired? If additional hires will be made, please elaborate.

Please address the impact on faculty resources including any changes in numbers of faculty, class size, teaching loads, student-faculty ratios, etc.

Deactivating this program will have no impact on faculty resources. We have not enrolled students in this program since 2014 so there will be no change to current teaching loads, class sizes, or student-faculty ratios.

Describe how the unit will support student advising, including job placement and/or admission to advanced studies. Will current staff be adequate to implement and maintain the new program or will additional staff be hired? Will current advising staff be adequate to provide student support and advisement, including job placement and or admission to advanced studies? If additional hires will be made, please elaborate.

Are the unit's current facilities adequate to support the program when fully implemented? Will there need to be facility renovation or new construction to house the program?

### Library Resources

Describe your proposal's impact on the University Library's resources, collections, and services. If necessary please consult with the appropriate disciplinary specialist within the University Library.

The deactivation of this program will have no impact on the Library. Library collections, resources and services are sufficient to support this proposal.

**Budget Narrative** 

Fiscal and

Personnel

Resources

Attachments

## Personnel Budget

Please complete all lines below; all fields are required. For fields where there is no anticipated cost or need, enter 0 or NA.

Category

Year One

Year Five

Notes

Faculty (FTE)

Faculty FTE Year1	Faculty FTE Year 5	Faculty FTE Notes

Faculty (\$)

Faculty Year 1	Faculty Year 5	Faculty Notes

Advising Staff (\$)

Advising Staff Year	Advising Staff Year	Advising Staff Notes
1	5	

Graduate

Students (\$)

Graduate Students Year 1	Graduate Students Year 5	Graduate Students Notes		
Other Personnel				
Costs				
Other Personnel	Other Personnel	Other Personnel Costs Notes		
Costs Year 1	Costs Year 5			
Budget Narrative	ı	1		
_				
Attachments				

### Facilities and Equipment

Illinois Administrative Code: 1050.30(a)(4): A) Facilities, equipment and instructional resources (e.g., laboratory supplies and equipment, instructional materials, computational equipment) necessary to support high quality academic work in the unit of instruction, research or public service are available and maintained;

- B) Clinical sites necessary to meet the objectives of the unit of instruction, research or public service;
- C) Library holdings and acquisitions, owned or contracted for by the institution, that are necessary to support high quality instruction and scholarship in the unit of instruction, research and public service, are conveniently available and accessible, and can be maintained.

Describe the facilities and equipment that are available, or that will be available, to develop and maintain high quality in this program. Summarize information about buildings, classrooms, office space, laboratories and equipment, and other instructional technologies for the program.

Will the program require new or additional facilities or significant improvements to already existing facilities?

Will the program need additional technology beyond what is currently available for the unit?

Are there other costs associated with implementing the program?

Facilities and Equipment Attachments

### Faculty and Staff

Illinois Administrative Code: 1050.30(a)(3): A) The academic preparation and experience of faculty and staff ensure that the objectives of the unit of instruction, research or public service are met; B) The academic preparation and experience of faculty and staff, as evidenced by level of degrees held, professional experience in the field of study and demonstrated knowledge of the field, ensure that they are able to fulfill their academic responsibilities; C) The involvement of faculty in the unit of instruction, research or public service is sufficient to cover the various fields of knowledge encompassed by the unit, to sustain scholarship appropriate to the unit, and to assure curricular continuity and consistency in student evaluation; D) Support personnel, including but not limited to counselors, administrators, clinical supervisors, and technical staff, which are directly assigned to the unit of instruction, research or public service, have the educational background and experience necessary to carry out their assigned responsibilities.

Describe the personnel resources available to develop and maintain a high quality program, including faculty (full- and part-time, current and new), staff (full- and part-time, current and new), and the administrative structure that will be in place to oversee the program. Also include a description of faculty qualifications, the faculty evaluation and reward structure, and student support services that will be provided by faculty and staff.

Summarize the major accomplishments of each key faculty member, including research/scholarship, publications, grant awards, honors and awards, etc. Include an abbreviated curriculum vitae or a short description.

Faculty and Staff Attachments

#### **EP** Documentation

EP Control

EP.25.028

Number

Attach Rollback/ Approval Notices

This proposal

No

requires HLC

inquiry

#### **DMI** Documentation

Attach Final <u>U Program Review comments KEY 1156 Athletic Training, BS</u>

Approval Notices 9 26 2024.docx

U Program Review KEY 1156 Athletic Training 9 30 2024.docx

Banner/Codebook

Name

BS: Athletic Training -UIUC

Program Code: 10KY5185BS

Minor Conc Degree BS Major Code Code Code Code

5185

Senate Approval

Date

Senate Conference Approval Date

**BOT Approval** 

Date

**IBHE Approval** 

Date

HLC Approval Date

DOE Approval

NΑ

Date

Effective Date:

Attached
Document
Justification for
this request

Program Reviewer Comments

**Brooke Newell (bsnewell) (09/26/24 12:50 pm):** U Program Review Comments are attached in the DMI Documentation section

Brooke Newell (bsnewell) (09/27/24 6:16 am): Rollback: Per request of Kristi. U Program Review Comments are attached in the DMI Documentation section

\*\*Vristi Carlson (carlson) (00/27/24 4:28 pm): All changes requested by the H of I.

**Kristi Carlson (carlso1) (09/27/24 4:28 pm):** All changes requested by the U of I Program Review Committee were addressed. Please note, MCB 103, MCB 104, and MCB 334 have all been deactivated, so the deactivation of the Athletic Training major has no impact on the MCB department. Regardless, the department was notified of the change.

**Brooke Newell (bsnewell) (09/30/24 10:57 am):** U Program Review Comments attached in DMI Documentation section

Brooke Newell (bsnewell) (09/30/24 10:57 am): Rollback: Per request of Kristi Kristi Carlson (carlso1) (10/02/24 10:14 am): All U Program review comments have been addressed.

Brooke Newell (bsnewell) (10/02/24 4:01 pm): No U Program Review Comments Wesley Wilson (wjwilson) (10/07/24 11:35 am): No additional comments.

Key: 1156

From: Gulley, Joshua M

To: Carlson, Kristin Nicole

Subject: Re: Notice of Deactivation: Athletic Training Major, Kinesiology

**Date:** Thursday, September 26, 2024 6:15:35 PM

I acknowledge receipt of this message.

Josh Gulley, PhD Professor Associate Head and Director of Undergraduate Studies Department of Psychology University of Illinois, Urbana Champaign

Sent from Outlook for iOS

**From:** Carlson, Kristin Nicole <carlso1@illinois.edu> **Sent:** Thursday, September 26, 2024 6:12:58 PM

To: Gulley, Joshua M <jgulley@illinois.edu>

**Subject:** Notice of Deactivation: Athletic Training Major, Kinesiology

Dear Dr. Gulley,

I hope this message finds you well. I believe I contacted you before regarding the decision to deactivate the Athletic Training concentration in Kinesiology. I failed, however, to note that we will also deactivate the Athletic Training major in Kinesiology. As I mentioned previously, we have not admitted students into this program since the Fall of 2008 and have not enrolled students in the program since the Spring of 2012. Because the program of study for the major required students to take either PSYC 100 or PSYC 103, we wanted to make you aware of the change. We are in the process of submitting the deactivation proposal and would appreciate it if you would acknowledge receipt of this message. Please feel free to reach out with any questions. Thanks!

Best, Kristi

#### Kristi Carlson, Ph.D.

Assistant Department Head
Teaching Assistant Professor
Department of Health and Kinesiology
215 Freer Hall
906 S. Goodwin Ave.
Urbana, IL 61801
217-300-0488
carlso1@illinois.edu

From: Caughlin, John Patrick
To: Carlson, Kristin Nicole

Cc: Jones Barbour, Jennifer; Knobloch, Leanne

**Subject:** Re: Notice of Deactivation: Athletic Training Major, Kinesiology

**Date:** Monday, September 30, 2024 12:15:39 PM

#### Dear Kristi,

Thank you for the heads up. I acknowledge that we have received this message, and we have no questions about it.

Thanks,

John

**From:** Carlson, Kristin Nicole <carlso1@illinois.edu> **Sent:** Monday, September 30, 2024 12:10 PM **To:** Caughlin, John Patrick <caughlin@illinois.edu>

**Subject:** Notice of Deactivation: Athletic Training Major, Kinesiology

Dear Dr. Caughlin,

I hope this message finds you well. I am a faculty member in the Department of Health and Kinesiology. After much discussion and consideration, we have made the decision to deactivate the Athletic Training major in Kinesiology. We have not admitted students into this program since the Fall of 2008 and have not enrolled students in the program since the Spring of 2012. Because the program of study included CMN 111 and CMN 112, we wanted to make you aware of the change. We are in the process of submitting the deactivation proposal and would appreciate it if you would acknowledge receipt of this message. Please feel free to reach out with any questions. Thanks!

Best, Kristi

#### Kristi Carlson, Ph.D.

Assistant Department Head
Teaching Assistant Professor
Department of Health and Kinesiology
215 Freer Hall
906 S. Goodwin Ave.
Urbana, IL 61801
217-300-0488
carlso1@illinois.edu

From: Engeseth, Nicki
To: Carlson, Kristin Nicole

Subject: RE: Notice of Deactivation: Athletic Training Major, Kinesiology

**Date:** Tuesday, October 1, 2024 5:07:10 PM

Hi Kristi,

Got the message and we are fine with this. Thank you for letting us know.

Best, Nicki

#### Nicki J. Engeseth, Ph.D. | Professor and Head

Department of Food Science & Human Nutrition | University of Illinois 260 A Bevier Hall, 905 S. Goodwin, Urbana, IL 61801

Phone: (217)244-6788

**From:** Carlson, Kristin Nicole <carlso1@illinois.edu> **Sent:** Monday, September 30, 2024 12:07 PM **To:** Engeseth, Nicki <engeseth@illinois.edu>

**Subject:** Notice of Deactivation: Athletic Training Major, Kinesiology

Dear Nicki,

I hope this message finds you well. I believe I contacted you before regarding the decision to deactivate the Athletic Training concentration in Kinesiology. I failed, however, to note that we will also deactivate the Athletic Training major in Kinesiology. As I mentioned previously, we have not admitted students into this program since the Fall of 2008 and have not enrolled students in the program since the Spring of 2012. Because the program of study for the major required students to take FSHN 120, we wanted to make you aware of the change. We are in the process of submitting the deactivation proposal and would appreciate it if you would acknowledge receipt of this message. Please feel free to reach out with any questions. Thanks!

Best, Kristi

#### Kristi Carlson, Ph.D.

Assistant Department Head
Teaching Assistant Professor
Department of Health and Kinesiology
215 Freer Hall
906 S. Goodwin Ave.
Urbana, IL 61801
217-300-0488
carlso1@illinois.edu

#### U Program Review comments KEY 1156 Athletic Training, BS 9\_26\_2024

- 1. Justification, brief description this is not a concentration but rather the major. Please revise the statement accordingly.
- 2. Instructional Resources
  - a. Review the responses to the first prompt. This should be answered in response to this proposal (the major that is being deactivated).
  - b. Some of the courses listed aren't in this POS table. Please include a list of courses that are specifically listed that are outside of the unit that sponsors this program that may be impacted by this deactivation.
  - c. Based on the note above, review the attached letters of acknowledgements to ensure that they are for the appropriate courses and that they reference this major.

#### 1. Instructional Resources

- a. 'will there be any reduction in other course offerings, programs...' should be no, since the result of this proposal doesn't affect any other, courses/programs/concentrations in your department, correct?
- b. 'Courses outside of the sponsoring department impacted' should listed are only those who could be impacted. Since the MCB courses are deactivated, those shouldn't be listed in this section.
- c. The FSHN letter references the concentration, which is not this proposal.
- d. CMN courses should have a letter of acknowledgement attached and be listed in the courses outside of the sponsoring department impacted list, since they are specifically listed in the proposal.