Box 1: TYPE OF ACTION
- ADD(NEW)
- DEACTIVATE
- MODIFY
- OTHER

Box 2: LEVEL OF ACTION
- Non-Credit
- Undergraduate
- Graduate
- OTHER

Box 3: ITEM OF ACTION
1. Experimental Course
2. Course Title
3. Course Credits
4. Course Number
5. Course Level
6. Deactivate a Course
7. Pre & Co-Requisite
8. Course Content
9. New Course
10a. Certificate Program (ug/g) exclusively within existing degree program
10b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)
11a. UG Concentration (exceeds 24 credit hours)
11b. Masters Concentration (exceeds 12 credit hours)
11c. Doctoral Concentration (exceeds 18 credit hours)
12. Program Requirements
13. Program Title
14. Off-Campus Deliver of Existing Program
15. Close Site Program
16. Program Suspension
17. Program Termination
18. Degree Program
19. New Center
20. Other

Box 4: APPROVAL SEQUENCE

<table>
<thead>
<tr>
<th>APPROVAL SIGNATURES</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deborah Koli</td>
<td>February 27, 2006</td>
</tr>
<tr>
<td>Margaret L. Potthast</td>
<td>March 13, 2006</td>
</tr>
<tr>
<td>King W. B.</td>
<td>3/15/06</td>
</tr>
<tr>
<td>M. F. M.</td>
<td>3/20/06</td>
</tr>
<tr>
<td>K. L.</td>
<td>3/21/06</td>
</tr>
<tr>
<td>Middle States Association notification</td>
<td>Required only if the mission of the University is changed by the action</td>
</tr>
</tbody>
</table>
1. Approval automatically lapses after two offerings unless permanently approved by Action 9
2. Codes: a) Director of Library Services (Langsdale or Law), b) College Dean, c) Planning Office, d) EMSA
3. Letter of intent is required by USM at least 30 days before a full proposal can be submitted. Letter of intent requires only the approval of the dean and the provost and is forwarded to USM by the Office of the Provost.
4. One-page letter to include: Program title & degree/certificate to be awarded; resources requirements; need and demand; similar programs; method of instruction; and oversight and student services.
5. One-page letter with description and rational
6. One or two-page document that describes: centrality to mission; market demand; curriculum design; adequacy of faculty resources; and assurance program will be supported with existing resources.
7. Learning objectives, assessment strategies; fit with UB strategic plan
8. Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal
9. Temporary suspension of program to examine future direction; time not to exceed two years. No new students admitted during suspension, but currently enrolled students must be given opportunity to satisfy degree requirements.
10. Provide:
   a. evidence that the action is consistent with UB mission and can be implemented within the existing program resources of the institution.
   b. proposed date after which no new students will be admitted into the program;
   c. accommodation of currently enrolled students in the realization of their degree objectives;
   d. treatment of all tenured and non-tenured faculty and other staff in the affected program;
   e. reallocation of funds from the budget of the affected program; and
   f. existence at other state public institutions of programs to which to redirect students who might have enrolled in the program proposed for abolition.
11. University Council review (for a recommendation to the President or back to the Provost) shall be limited to curricular or academic policy issues that may potentially affect the University’s mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.

* Required by MHEC
O-1: Briefly describe what is requested:

Three revisions of the Human Services Administration Master's Degree Program electives are proposed:

1. Elimination of Program Elective Content Area in Recreation for the Disabled.

2. Elimination of Program Elective Content Area in Entrepreneurship.

3. Change in title and course listing of Program Elective Content Area in Counseling Psychology, to Program Elective Content Area in Applied Psychology, comprising the following (existing) courses:
   - APPL 602 Ethical and Legal Issues in the Practice of Psychology
   - APPL 604 Interviewing
   - APPL 612 Human Relations
   - APPL 613 Human Development
   - APPL 664 Geropsychology: Psychosocial Factors

For new courses or changes in existing courses (needed by Registrar):

<table>
<thead>
<tr>
<th>New Title</th>
<th>Credits</th>
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</thead>
</table>
| New Course Abbreviation:
| Old Title | Credits |

O-2: Set forth the rationale for the proposal:

Rationale for Revision 1: Courses in this elective area had been offered solely by HSAD program partner, Coppin State University; however, CSU has eliminated all these courses, and UB will not be adding them.

Rationale for Revision 2: MGMT courses in this elective area have been modified such that they no longer are appropriate for inclusion in the HSAD program, or have been deleted altogether. Also, no HSAD students ever have selected this elective area for study.

Rationale for Revision 3: Revisions of course prerequisites and content in the Applied Psychology MS: Counseling Psychology program render the current elective content area inappropriate for Human Services Administration students. The new elective area and configuration of courses will provide psychology coursework more consistent with career needs of human services administrators.

O-3 Resources Needed: N/A

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Equipment</th>
<th>Expendables</th>
<th>Facility Costs</th>
<th>TOTAL COSTS</th>
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<tbody>
<tr>
<td>Start-up First Year</td>
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<tr>
<td>Annual Thereafter</td>
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</table>

Indicate probable source of additional funds, if needed:

O-4 Impact including OTS and Library resources (Complete a or b)

a) Impact was reviewed. All impacted units were contacted and understandings worked out. No unit objects to the proposal as currently submitted. The units contacted were:

   UB Division of Applied Behavioral Sciences; CSU Department of Social Sciences

   Deborah Kohl
   Department Chair Signature
   Date: February 22, 2006

b) Impact was reviewed. All objections were worked out except those documented in attachments. Units contacted were:

   ________________________________
   Department Chair Signature
   Date