

CHANGE UNDERGRADUATE DEGREE PROGRAM

PLEASE NOTE: To ensure that a series of changes to an existing degree program does not essentially create a new program, the Southern Association for the Accreditation of Colleges and Schools (SACS) requires submission of its Substantive Change Checklist for every program change. Prior to college-level review, you must fill out and submit the [SACS Substantive Change Checklist](#) to the Office of Institutional Effectiveness. Contact Institutional Effectiveness ([institutionaleffectiveness@uky.edu](mailto:institutionaleffectiveness@uky.edu)) for assistance.

Once approved at the college level, your college will send the proposal to the appropriate Senate academic council (HCCC and/or UC) for review and approval. Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review and then a 10-day posting online, during which senators review on their own and have an option to register an objection if they so desire. If no objection is raised to the Senate Council Office within ten days of the posting the proposal, then the program change is approved. The Senate Council Office will report approvals to the Provost, Registrar and other appropriate entities, including the contact person.

For every proposed change, you MUST also include the existing requirement.

**SUMMARY OF CHANGES**

**Check all that apply.**

<input checked="" type="checkbox"/> Courses	<input type="checkbox"/> Program name	<input type="checkbox"/> Total required credit hours	<input type="checkbox"/> Student learning outcomes
<input type="checkbox"/> Criteria for admissions/progression/termination	<input type="checkbox"/> Certificate assessment	<input type="checkbox"/> Other	

**1. General Information**

1a	Date of contact with Institutional Effectiveness (IE) <sup>1</sup> :	1/3/2017		
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.			
1b	College <sup>2</sup> :	College of Agriculture, Food and Environment	Department <sup>2</sup> :	Retailing and Tourism Management
1c	CIP code <sup>3</sup> :	52.0901	Today's Date:	1/26/2017
1d	Current major name: (Biology, Design, etc.)	Hospitality Management and Tourism	Proposed major name:	<i>Hospitality Management and Tourism</i>
1e	Current Degree (BA, BFA, etc.):	BS	Proposed degree:	BS
1f	Will there be any changes regarding a track(s) for the program?			Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
1g	Accrediting agency, if applicable:			
1h	Date of most recent periodic program review for this degree:	12/6/2013		

<sup>1</sup> Prior to college-level review, you must fill out and submit the SACS Substantive Change Checklist to the Office of Institutional Effectiveness. You can reach Institutional Effectiveness by phone or email (257-2873 or [institutionaleffectiveness@uky.edu](mailto:institutionaleffectiveness@uky.edu)).

<sup>2</sup> It is not possible to change the home academic unit of a degree program via this form. To change the home unit, visit <http://www.uky.edu/faculty/senate> and search for forms related to academic organizational structure.

<sup>3</sup> The CIP code is provided by Institutional Effectiveness. If a different CIP code is necessary, the program may undergo a review similar to the new program approval process.

1i	Requested effective date:	<input type="checkbox"/> Fall semester following approval.	OR	<input checked="" type="checkbox"/> Specific Date <sup>4</sup> : <i>Fall 2017</i>
1j	Contact person name:	Jason Swanson	Phone / Email:	257- / 4965 jasonrswanson@uky.edu

**2. Overview of Changes**

2a Describe the rationale for the changes, including results from the most recent program review if applicable. (450 word limit)

Remove HES 100 (Intro to Professions in HES) as a required course. The course - which utilizes family systems theory as the overarching conceptual model to provide a history and discussion of contemporary issues of human environmental sciences - does not provide knowledge required for students preparing for a career in Hospitality Management and Tourism (HMT).

Remove FAM 352 (Issues in Family Sciences) as a required course. The course - which focuses on topics such as historical trends in marriage, family life cycle theory, parenthood, divorce, step families, and step-parenting - does not provide knowledge required for HMT students.

\*Note about changes described in previous two paragraphs: Other existing courses provide more relevant content for HMT majors than HES 100 and FAM 352. It is also anticipated that these changes, and the addition of HMT Major Selection course options (described below), will help the program meet the requirements of accreditation by the Accrediting Commission for Programs in Hospitality Administration.

GEN 100 will be the recommended course under the Community, Culture & Citizenship in the USA UK Core requirement.

Add ESL courses as options to satisfy the program’s foreign language requirement, which is “two semesters (in college) of a single foreign language”. UK currently offers four ESL courses each semester for non-native English speaking undergraduate students. These courses are ESL 100, ESL 110, ESL 120, and ESL 130. Similar to other language courses, students are placed in ESL courses based on test scores. If non-native English speaking students place out of all ESL course options, then they would be required to take another language option.

Increase the number of hours required under HMT Major Selections from 12 to 15.

Remove DHN 302 as an alternate for HMT 308 because HMT 308 is now offered every semester.

Add HMT 420, HMT 486, and HMT 570 (all existing courses) as options under HMT Major Selections.

Add HMT 414 (new course) as an option under HMT Major Selections.

Add PLS 389 (Wine Appreciation) as an option under HMT Major Selections. Several HMT students typically take the course each semester. The PLS 389 instructor usually holds fives seats for HMT students.

Remove DHN 340 as an option under HMT Major Selections because the course is no longer offered.

Remove MAT 570 as an option under HMT Major Selections because enough HMT courses are now offered to provide students a wider selection of HMT-specific course options.

Add 3 credit hours of free electives to bring total credit hours to 120.

<sup>4</sup> No program change(s) will be effective until all approvals are received.

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2b		Use the fields below, as applicable, to identify the areas in which changes will be made.	
		Current	<i>Proposed</i>
i.	Credit Hours of Premajor Courses:	40	40
ii.	Credit Hours of Preprofessional Courses:		
iii.	Credit Hours of Major Core Course Requirements	38	38
iv.	Minimum Credit Hours of Guided Electives:	12	15
v.	Minimum Credit Hours of Free Electives:	3	6
vi.	Credit Hours for Track 1 (name):		
vii.	Credit Hours for Track 2 (name):		
viii.	Credit Hours for Track 3 (name):		
ix.	Credit Hours for Track 4 (name):		
x.	Credit Hours for Track 5 (name):		
xi.	Credit Hours for Required Minor:		
xii.	Total Credit Hours Required by Level:		
	100-level:	20	22
	200-level:	22	22
	300-level:	26	23
	400-level:	9	9
	500-level:		
	<b>TOTAL CREDIT HOURS REQUIRED FOR GRADUATION:</b>	<u>120</u>	<u>120</u>
xv.	If the total hours required for graduation have changed, explain below. (150 word limit)		
2c	Will the requested change(s) result in the use of courses from another educational unit?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	If "Yes," describe generally the courses and how they will used.		
	GEN 100, taught by the College of Agriculture, Food and Environment will be used as a recommended course to satisfy the UK Core requirement for Community, Culture, and Citizenship in the USA		
	If "Yes," two pieces of supporting documentation are required.		
	<input checked="" type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the appropriate chair/director <sup>5</sup> of each unit from which individual courses will be used.		
	<input checked="" type="checkbox"/> Check to confirm that appended to the end of this form is verification that the chair/director of each affected unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.		
2d	Will the proposed change(s) affect an associated minor?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If "Yes," the department must also submit a change form to change the minor.		

<sup>5</sup> A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

**3. Course Sharing**

3a. Will the requested changes result in the use of courses from another unit? Yes  No

If "Yes," describe generally the courses and how they will used.

If "Yes," two pieces of supporting documentation are required.

Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director<sup>6</sup> from which individual courses will be used.

Check to confirm that appended to the end of this form is verification that the chair/director of the other unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.

**3. UK Core Courses**

3a. Are there any proposed changes to the UK Core requirements for the program? (If "Yes," indicate and proceed to next question. If "No," indicate and proceed to 4a.) Yes  No

If "Yes," note the specific changes in the grid below.

UK Core Area	Current Course	Current Credits	Proposed Course	Proposed Credits
<b>I. Intellectual Inquiry</b>				
Arts and Creativity				
Humanities				
Social Sciences				
Natural/Physical/Mathematical				
<b>II. Composition and Communication</b>				
Composition and Communication I	CIS/WRD 110	3	<i>CIS/WRD 110</i>	3
Composition and Communication II	CIS/WRD 111	3	<i>CIS/WRD 111</i>	3
<b>III. Quantitative Reasoning</b>				
Quantitative Foundations				
Statistical Inferential Reasoning				
<b>IV. Citizenship (one course in each area)</b>				
Community, Culture & Citizenship in USA	Choose one course from the approved list	3	<i>Recommended: GEN 100</i>	3
Global Dynamics				
<b>Total UK Core Hours</b>		<b><u>31</u></b>		<b><u>31</u></b>

3b. Provide the Bulletin language about UK Core.

**See the UK Core section of this bulletin for the complete UK Core requirements. The courses listed below are (a.) recommended by the college, or (b.) required courses that also fulfill UK Core areas. Students should work closely with their advisor to complete the UK Core requirements.**

**4. Graduation Composition and Communication Requirement**

<sup>6</sup> A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.

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4a	Will the Graduation Composition and Communication requirement be changed? (If “Yes,” indicate and proceed to next question. If “No,” indicate and proceed to 5a.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>If “Yes,” note the specific changes below, including changes to credit hours.</p> <p>If the course(s) used are from outside the home unit, one piece of supporting documentation is required.</p> <p><input type="checkbox"/> Check to confirm that appended to the end of this form is a letter of support from the other units’ chair/director<sup>7</sup> from which individual courses will be used.</p>			
<i>Current</i>		<i>Proposed</i>	
i.	<input type="checkbox"/> Single course in home unit:	<input type="checkbox"/> <i>Single course in home unit:</i>	
ii.	<input type="checkbox"/> Multiple courses in home unit.	<input type="checkbox"/> <i>Multiple courses in home unit.</i>	
iii.	<input type="checkbox"/> Single course outside home unit.	<input type="checkbox"/> <i>Single course outside home unit.</i>	
iv.	<input type="checkbox"/> Multiple courses outside home unit.	<input type="checkbox"/> <i>Multiple courses outside home unit.</i>	
v.	<input type="checkbox"/> Course(s) inside & outside home unit.	<input type="checkbox"/> <i>Course(s) inside &amp; outside home unit.</i>	
4b	Provide the Bulletin language about GCCR below.		

**5. Other Course Changes**

5a	Will the college-level requirements change? (If “Yes,” indicate and note the specific changes in the grid below. If “No,” indicate and proceed to question 5c.)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>				
<i>Current</i>		<i>Proposed</i>					
<input checked="" type="checkbox"/> Standard college requirement		<input checked="" type="checkbox"/> <i>Standard college requirement</i>					
<input type="checkbox"/> Specific course		<input type="checkbox"/> <i>Specific course</i>					
Prefix & Nmbr	Credit Hrs	Title	<i>Prefix &amp; Nmbr</i>	<i>Credit Hrs</i>	<i>Title</i>	<i>Course Status<sup>8</sup></i>	
						Select one....	
						Select one....	
						Select one....	
5b	Will the existing language in the Bulletin about college-level requirements change?					Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If “Yes,” provide the new language below.							
Language about "School Requirements" should be removed							
5c	Will the pre-major or pre-professional course requirements change? (If “Yes,” indicate and note the specific changes in the grid below. If “No,” indicate and proceed to question 5e.)					Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<i>Current</i>			<i>Proposed</i>				
Prefix & Nmbr	Credit Hrs	Title	<i>Prefix &amp; Nmbr</i>	<i>Credit Hrs</i>	<i>Title</i>	<i>Course Status<sup>9</sup></i>	
						Select one....	

<sup>7</sup> A dean may submit a letter only when there is no educational unit below the college level, i.e. there are no departments/schools.

<sup>8</sup> Use the drop-down list to indicate if the course is a new course (“new”), an existing course that will change (“change”), or if the course is an existing course that will not change (“no change”).

<sup>9</sup> Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

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					Select one....
					Select one....
					Select one....
					Select one....

**5d** Provide the Bulletin language about pre-major or pre-professional courses below.

**Premajor Requirements**

Two semesters of a single foreign language chosen from: Arabic; Chinese; ESL, French; German; Italian; Japanese; Russian; Spanish; and Sign Language (exclude: Latin, Hebrew, Greek)

**5e** Will the major's core course requirements change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5g.)

Yes

No

If "Yes," note the specific changes in the grid below.

<i>Current</i>			<i>Proposed</i>			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	<i>Course Status</i> <sup>10</sup>
HMT 308  or  DHN 302	3	Principles of Food and Beverage  Principles of Food Preparation	HMT 308	3	Principles of Food and Beverage	No Change
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

<sup>10</sup> Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

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5f	Provide the Bulletin language for major core course requirements.					
	Major Requirements Required:					
5g	Will the guided electives change? (If "Yes," indicate and note the specific changes in the grid below. If "No," indicate and proceed to question 5i.)				Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status <sup>11</sup>
			HMT 420	3	Kentucky Bourbon Hospitality and Tourism	Change
			HMT 486	3	HMT Study Tour	No Change
			HMT 570	3	Event Planning and Coordinating	No Change
			HMT 414	3	Entrepreneurship in the Hospitality Industry	New
MAT 570	3	E Tailing	PLS 389	3	Wine Appreciation	No Change
DHN 340	3	Institutional Purchasing				Select one....
5h	Provide the Bulletin language for guided electives.					
	Choose 15 hours from HMT major selections					
5i	Will the free electives change? (If "Yes," indicate and note the specific changes in the space below. If "No," indicate and proceed to question 5j.)				Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Credits will increase from 3 to 4 to bring total credit hours for the program to 120.					
5j	Does the proposed change affect any track(s)? (If "Yes," note the specific changes using the grid below. If "No," proceed to question 6.)				Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If more than one track is affected, click <a href="#">HERE</a> for a template. Append a PDF for each affected track to the end of this form.					
Track Name:			<input type="checkbox"/> New Track	<input type="checkbox"/> Changed Track	<input type="checkbox"/> Deleted Track	
Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status <sup>12</sup>
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

<sup>11</sup> Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

<sup>12</sup> Use the drop-down list to indicate if the course is new, exists but will change, or exists but will not change.

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5k Provide the Bulletin language for the track.

**6. Semester by Semester Program**

List below the typical semester-by-semester program for the major. If multiple tracks are available, click [HERE](#) for a template for additional tracks and append a PDF of each track's courses to the end of this form.

<b>YEAR 1 – FALL:</b> (e.g. "BIO 103; 3 credits")	WRD 110 or CIS 110; 3 HMT 120; 3 ANT 160; 3 GEN 100; 3 Foreign Language; 4 Total - 16	<b>YEAR 1 – SPRING:</b>	<i>WRD 111 or CIS 111; 3 MA 123; 4 HMT 210; 3 CS 101; 3 Foreign Language; 4 Total - 17</i>
<b>YEAR 2 - FALL :</b>	ECO 201; 3 UK Core Humanities; 3 Arts & Creativity; 3 HMT 270; 3 DHN 241; 1 Total - 13	<b>YEAR 2 – SPRING:</b>	<i>ECO 202; 3 ACC 201; 3 Diversity Requirement; 3 STA 296; 3 HMT 308; 3 Total - 15</i>
<b>YEAR 3 - FALL:</b>	HMT 350; 3 UK Core Nat. Sciences; 3 ACC 202; 3 RTM 340; 1 MKT 300; 3 Total - 13	<b>YEAR 3 - SPRING:</b>	<i>HMT Major Selection; 3 MGT 301; 3 FIN 300; 3 RTM 345; 3 Total - 12  RTM 499; 6 (taken during the following summer) Total - 6</i>
<b>YEAR 4 - FALL:</b>	DHN 342; 4 HMT Major Selection; 3 HMT Major Selection; 3 Free Elective; 3 Total - 13	<b>YEAR 4 - SPRING:</b>	<i>UK Core Soc. Science; 3 HMT Major Selection; 3 HMT Major Selection; 3 RTM 425; 3 Free Elective; 3 Total - 15</i>

**7. Approvals/Reviews**

Information below does not supersede the requirement for individual letters of support from educational unit administrators and verification of faculty support (typically takes the form of meeting minutes).

*In addition to the information below, attach documentation of department and college approval. This typically takes the form of meeting minutes but may also be an email from the unit head reporting department- and college-level votes.*

	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
7a	(Within College)		
	Department of Retailing and Tourism Management	1/27/2017	Vanessa Jackson / 257-7633 / vanessa.jackson@uky.edu
	College of Agriculture, Food and Environment Undergraduate Council	2/3/17	Larry J. Grabau 3448 / lgrabau@uky.edu
			/ /
			/ /



**CHANGE UNDERGRADUATE DEGREE PROGRAM**

<b>7b (Collaborating and/or Affected Units)</b>			
			/ /
			/ /
			/ /
			/ /
			/ /
<b>7c (Senate Academic Council)</b>			
		<b>Date Approved</b>	<b>Contact Person Name</b>
	Health Care Colleges Council (if applicable)		
	Undergraduate Council	4/4/17	Joanie Ett-Mims



College of Agriculture,  
Food and Environment  
*Center for Student Success*

February 16, 2017

MEMORANDUM

TO: Vanessa Jackson, Chair, Retailing and Tourism Management Department  
FROM: Larry Grabau, Associate Dean for Instruction  
RE: Support for GEN 100 instruction

It is my understanding that the B.S. program for Hospitality, Management and Tourism is considering a requirement for their students which would invoke GEN 100 for all students. The Center for Student Success stands ready to provide that instruction, should these students be directed to enroll in this course.

see blue.

## Swanson, Jason R

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**From:** Alexander-Snow, Mia  
**Sent:** Tuesday, February 28, 2017 3:17 PM  
**To:** Swanson, Jason R  
**Cc:** Grabau, Larry  
**Subject:** RE: SACSCOC Sub Change--PIE Response (BSHMAT)  
**Attachments:** MAT Program Change 1-2017-b-with Letters.pdf

Hello Jason:

Thank you for your email regarding the proposed program change(s) to the **Bachelor of Science in Hospitality Management and Tourism program (52.0901)**

My email will serve 2 purposes: 1.) Next steps for SACSCOC, and 2.) Verification and notification that you have contacted PIE—a Senate requirement for proposal approval.

- 1. Next steps for SACSCOC:** Additional documentation is required. Please provided the additional documentation as soon as possible
  - Course Listing (refer to attachment)
  - Curriculum Revision Crosswalk
  - Given this is not an accredited program: Provide rationale for program changes and “an explanation of how all affected students will be impacted by the program changes with minimal disruption”
- 2. Verification that PIE has reviewed the proposal:** Based on the information presented, the proposed changes (refer to list below) to the **Bachelor of Science in Hospitality Management and Tourism program (52.0901)** will constitute substantive change; however, the proposed program change(s) may move forward in accordance with college and university-level approval processes.

List of Proposed Change(s):

- Remove HES 100 (3 cr. hrs.) as a major course requirement
- Remove FAM 350 (3 cr. hrs.) as a major requirement
- Add Gen 100 to meet UK Core, Community, Culture, and Citizenship in the USA requirement
- Add ESL course as an option to satisfy foreign language requirement
- Increase # of hours required under HMT Major Selection from 12 – 15 hours based on list below:
- Add the following 5 courses to the HMT Major Selection Options:
  - HMT 414 (new curse)
  - HM 420
  - HMT 486
  - HMT 570
  - PLS 389
- Remove DHN 302 as an alternative for HMT 308
- Remove DHN 340 as option from HMT Major Selections
- Remove MAT 570 as option from HMT Major Selections
- Add 3 credit hours of free electives

Should you have questions or concerns about UK’s substantive change policy and its procedures, please do not hesitate contacting me.

Regards,  
Mia

## Swanson, Jason R

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**From:** Barrett, Michael  
**Sent:** Monday, February 20, 2017 3:35 PM  
**To:** Pfeiffer, Todd  
**Cc:** Swanson, Jason R; Grabau, Larry  
**Subject:** Re: PLS 389

Todd - I had informed Jason about my plans for next Spring and he indicated it would not be an issue as his students had multiple other courses to pick to meet the requirement.

Mike

Sent from my iPhone

Michael Barrett

On Feb 20, 2017, at 2:44 PM, Pfeiffer, Todd <[tpfeiffe@uky.edu](mailto:tpfeiffe@uky.edu)> wrote:

Jason,

I conducted an email poll of the PSS faculty. There was agreement to support listing PLS 389 as a specialty support option for the HMT program. As department chair I support this. I have one qualifier for you to consider. PLS 389 is a specialty course taught by Dr. Barrett based on his interests. It is not a course integrated in our HPLS curriculum, and we haven't identified other potential instructors for the course. So for semesters when Dr. Barrett is not on campus, such as his upcoming sabbatical leave in spring 2018, the course will not be taught.

Todd Pfeiffer  
859-218-0709

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**From:** Swanson, Jason R  
**Sent:** Monday, February 13, 2017 10:35 AM  
**To:** Pfeiffer, Todd  
**Cc:** Grabau, Larry; Barrett, Michael  
**Subject:** RE: PLS 389

Hello again Dr. Pfeiffer,

I look forward to hearing your thoughts on my email below from February 3. My department is hoping to move forward with our curriculum proposal as soon as we get word from the Plant and Soil Sciences department.

Please let me know if you have any questions.

Jason

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**From:** Barrett, Michael  
**Sent:** Saturday, February 04, 2017 10:07 AM  
**To:** Swanson, Jason R <[jasonrswanson@uky.edu](mailto:jasonrswanson@uky.edu)>

## Undergraduate Curriculum Committee Meeting Minutes, February 3, 2017

Members present: McNear, Haynes, Geneve, Swanson, Jacobsen, Lhotka, Brown, Vincent, Lee, Ricketts, Crofchek, and Grabau (chairing and recording minutes).

Guest present: Stephenson.

Agenda Item #1: Materials from Department of Dietetics and Human Nutrition:

- Second reading of program change materials for B.S. programs in Dietetics and in Human Nutrition (DHN), and
- Major changes in DHN 312 and 346.

Presentation of the above items was led by Stephenson. Much of the program-level discussion centered on precisely how to state the GEN 100 requirement for these two programs; since the curricular placement of this requirement in other College of Agriculture, Food and Environment programs has been somewhat inconsistent (UK Core, College, pre-major), this left DHN with some uncertainty as to how to prepare their materials. The decision was made to configure this requirement as a college-based requirement. Other discussion at the program level was around other college requirements (e.g., 45 credits at the 300-level). The group agreed that the UCC should focus its attention on the changes requested by the proposal, rather than on whether all current B.S. programs in the college meet every aspect of the college's overall requirements. With respect to the major course changes, the need for an update in the course description for DHN 312 was noted, as was a request for upgraded student learning outcomes in DHN 346. Vincent moved to approve both B.S. program changes (with modest language change regarding GEN 100 as a college requirement) and both course changes (with modest language change as discussed above). Lee seconded, and the motion carried by an 11-0 vote.

Agenda Item #2: Materials from Department of Retailing and Tourism Management (RTM):

- Second reading of program change materials for B.S. program in Merchandising, Apparel and Textiles (MAT),
- First (and, as it turned out, only) reading of program change materials for B.S. program in Hospitality, Tourism and Management (HMT),
- Major change in HMT 420, and
- New course proposal (HMT 414).

Swanson led the discussion of the RTM materials. He indicated that RTM would adjust their language around GEN 100 as a college requirement to match that discussed above for the DHN proposals. This was the main discussion item for the second reading of the MAT proposal. Discussion of the major change in MAT 572 ensued; the UCC called for further clarification of the course syllabus, specifically in areas which had been re-developed to meet GCC calls for a higher level of rigor for graduate students. Brown moved to approve the MAT BS program proposal (with slight modification noted above) and the MAT 572 course change proposal (with pending syllabus clarifications). Ricketts seconded and the motion passed with an 11-0 vote.

Regarding the HMT program proposal, there was an accounting issue regarding the total number of hours at the 300-level; Swanson will adjust the form on that page. There was also a concern about whether or not the program met the criteria for 18 hours of specialty support. Finally, the UCC suggested that HMT needed to check with the Plant and Soil Sciences Department for approval to include PLS 389 as a listing on their program. Pending resolution of these issues, Brown moved to approve the HMT program proposal, Lee seconded, and the motion carried by an 11-0 vote.