RECOMMENDATION

ACADEMIC PROGRAM PHASE-OUTS

ACTION REQUESTED

It is recommended that the Board of Regents receive and place on file this notification of the following eleven (11) Academic Program Phase-Outs:

1. Special Education with Elementary Certification - Visual Impairment, MA
2. Special Education with Secondary Certification - Visual Impairment, MA
3. Special Education with Elementary Certification - Cognitive Impairment, MA
4. Special Education with Secondary Certification - Cognitive Impairment, MA
5. Special Education with Elementary Certification - Emotional Impairment, MA
6. Special Education with Secondary Certification - Emotional Impairment, MA
7. Special Education with Elementary Certification - Physical & Other Health Impairment, MA
8. Special Education with Secondary Certification - Physical & Other Health Impairment, MA
9. Family and Children's Services, MSW
10. Mental Health and Chemical Dependency, MSW
11. Services to the Aging, MSW

STAFF SUMMARY

The EMU Board of Regents approved a new Master of Arts in Teaching Special Education program at their April 2019 meeting. One of the intended outcomes from the approval of the MAT program was that it would replace the eight existing Master of Arts in Special Education with Certification programs. The MA in Special Education with Certification programs were outdated and required student complete more credit hours than was was needed. The large credit hours often discouraged students from pursing the degree. The new Master of Arts in Teaching program is more streamlined and attractive to students.

It is the nature of graduate study in Social Work that each student is provided an opportunity to concentrate on the specific skills needed for their practice. Since it is now possible to have official concentrations within graduate programs, the School of Social Work has revised the Master of Social Work degree into a single program with multiple concentrations. This program revision and associated phase-outs brings the Master of Social Work program in line with how faculty have presented the program to students in recent years.
FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer
Rhonda Longworth, Ph.D.

Date
5/22/19
The attached proposal from the School of Social Work and the College of Health and Human Services for revision to **Master of Social Work**, is approved, effective **Fall 2019**.

This approval includes the School of Social Work’s request to combine the existing MSW programs, **Child and Family Services**, **Mental Health and Substance Use**, and **Health and Aging** to create a **Master of Social Work in Social Work**, with concentrations using the same titles.

Please note that this is only a shift in Banner, the MSW program has been listed as a single program with concentrations in the catalog for many years.

Records & Registration will communicate Banner codes at a later date.

If you have any questions, please contact Evan Finley, Course and Program Development Associate (487-8954, efinley2@emich.edu).

cc: Rhonda Longworth, Provost & Executive Vice President of Academic and Student Affairs
    Wade Tornquist, Interim Associate Provost & Vice President of Graduate Studies and Research
    Tana Bridge, Faculty Associate, Graduate School
    Julia Nims, Faculty Associate, Graduate School
    Murali Nair, Dean, College of Health and Human Services
    Christine Karshin, Associate Dean, College of Health and Human Services
    Faculty Senate
    Caren Putzu, Social Work
    Erin Burdis, Assistant Registrar
    Amy Frady, Assistant Director, Records & Registration
    Ramona Milligan, Coordinator of Registration, Records & Registration
    Judith Massingill, Coordinator of Records, Records & Registration
    Carol Evans, Transfer Equivalency Coordinator, Records & Registration
    Mary Butkovich, Halle Library
    Ann Richards, Assistant Director, Admissions Processing
    Bin Ning, Assistant Vice President and Executive Director, IRIM
    Sarah Kersey Otto, Director, Career Development & Outreach
Social Work [M.S.W.]

Revised Program | Fall 2019

The Master of Social Work program is designed for the working adult, interested in advancing their knowledge and social work skills in working with oppressed and disenfranchised individuals. The program is designed for part-time students and offers only evening and Saturday courses.

Program Admission

Please download Instructions for Applying to the Master of Social Work Program here.

Julie Harkema, Admissions Coordinator, 317 Marshall, 734.487.0393, jharkema@emich.edu

Admission Requirements

Graduate School Requirements

For the minimum Graduate School admission criteria, see emich.edu/graduate

Bachelor Degree

Full Program

A baccalaureate degree from an accredited college or university must be completed prior to matriculation. Candidates may apply while their degree is in progress, but degree completion demonstrated by an official transcript is necessary prior to beginning coursework in the MSW Program.

Advanced Standing

A Bachelor of Social Work degree from a Council on Social Work Education (CSWE) accredited college or university must be completed prior to matriculation. Candidates may apply while their degree is in progress, but degree completion demonstrated by an official transcript is necessary prior to matriculation into the MSW Program.

Grade Point Average

Full Program

A minimum GPA of 2.75 is required at the time of application. This GPA can be attained with a cumulative undergraduate or a completed graduate degree. A cumulative undergraduate GPA includes all college courses taken prior to receiving a bachelor degree.

Advanced Standing

A minimum GPA of 2.75 is required at the time of application. This GPA is attained with a cumulative undergraduate degree. A cumulative undergraduate GPA includes all college courses taken prior to receiving a bachelor degree. In addition, a 3.0 in the last sixty credits of the bachelor degree is required.

Conditional Status

In select cases, some applicants will be admitted on a conditional basis to the Full Program if they do not have the minimum overall GPA of 2.75. A limited number of exceptional applicants who have been working in the social work field for a substantial amount of time may be considered for conditional admission.

Personal Statement
Applicants complete a Personal Statement that speaks to their readiness for graduate studies and connection to our mission. Your Personal Statement will be evaluated as a reflection of your writing skills, your ability to reflect and learn from your experiences, and as a narrative of your background, interests, and goals. You must be the sole author of this statement, but others may provide proofreading assistance and feedback. Your social work Personal Statement must be double-spaced and four to five pages in length. Within your Personal Statement, please address the following:

1. Why are you a "good fit" with the mission of EMU's MSW program?
2. In our society, there are many types of privilege. Identify and discuss ways in your life in which you have been in a position of privilege, and how it might affect your work as a social worker.
3. Discuss your reasons for why you selected your specific concentration (i.e., mental illness/chemical dependency, families, and children, or services to the aging)?
4. What are your mission-related career interests and post-graduation plans?
5. Describe a situation where your attitudes about a particular stigmatized population (e.g., LGBT, people of color, persons in poverty, etc.) were challenged, and what you learned from that experience. In what ways are you ready to have your attitudes and social stereotypes be further challenged within an educational setting?
6. What attracts you to the MSW program at Eastern Michigan University?

Note: You must complete the Personal Statement according to the requirements of the School of Social Work.

Employment and Voluntarism Record

Provide complete contact information about agencies. Include the average hours/months/days of service at each position or volunteer experience. Please provide as much detailed information as possible, rather than leaving information blank or providing a range of hours. Also, include non-social work employment and voluntarism. Download Employment and Voluntarism form here.

Reference Letters

Three professional reference letters are required. Strong letters would be from professionals that could speak to the applicant's academic strengths, professionalism, and/or readiness for master level social work. Three reference forms along with narratives letters on professional stationery are required; these will be accessed and submitted online by the recommenders.

Experience

Professional experience in the human services field, both paid and unpaid, is weighed in the decision-making process. This includes paid work experience, volunteer experience, and internships.

Admission Process

- Once a complete application (Graduate Application, all transcripts, personal statement, volunteer/work form, and three recommendation forms with attached narrative letters) is received, the School of Social Work verifies, processes, and reviews the application.
- GPA is verified and calculated. Last 60 credits GPA is calculated.
- Work and volunteer experience are verified and calculated.
- Each application is sent out for two reviews. Reviewers from the School of Social Work read the application and respond using a formal rubric, which includes the applicant's connection to the EMU School of Social Work mission, evaluation of personal and professional characteristics, and academic ability.
- If the point spread between the two reviews is more than ten points, the application is sent out for a third review.
- Once the reviews are completed, the application is sent to the Admissions Committee for a decision.

Notification of Decision

All applicants are notified of a decision by written, mailed letters from the School of Social Work. No decisions are given by email or phone call.

Transfer Applicants

If an applicant is currently in another EMU graduate program and interested in an MSW, the student must complete the formal application process as outlined above to be considered for the MSW program. If accepted, some classes may transfer as electives dependent on the date the class and relevance to the social work curriculum. Discretion for transfer credits lies with the Director of the MSW program.
If an applicant has been accepted into and attended another MSW program, the applicant must complete the formal application process as outlined above to be considered for the EMU MSW program. In addition, the applicant must submit a letter from their current/previous MSW program stating that they left the program in "good standing." Only students in "good standing" will be considered for the EMU MSW program.

An Appeal of Decision of Acceptance/Denial into the EMU MSW Program

There is no appeal process. Decisions are final. If applicants are interested in re-applying for a future year, they are encouraged to do so by reapplying to the Master of Social Work program and updating their application materials.

Note: Official scores must be sent by the testing agency directly to the University.

Apply Now!

School Information

Social Work, College of Health and Human Services

Jennifer Kellman-Fritz, Ph.D. | Director (Interim) | 323 Marshall | 734.487.6856 | jkellman@emich.edu

Deborah A. Willis, Ph.D. | Graduate Coordinator | 206F Marshall | 734.487.9480 | dwillis@emich.edu

Advisor Information

David Evoy | 315 Marshall | 734.487.6807 | devoy@emich.edu

Program Information

Course Requirements

The length of time required to complete the M.S.W. depends upon undergraduate preparation. Students admitted to the M.S.W. program begin coursework in the fall semester immediately following their admission. Students are admitted as a cohort with a structured, approved Plan of Study.

Full Program

Students applying to the M.S.W. program who did not obtain a B.S.W. in their undergraduate studies are considered for the Full Program. Full Program students complete 63 hours of foundation and advanced-level courses. Full Program students can successfully matriculate through the Master’s program in four years while attending part-time.

Advanced Standing

Students with a Bachelor of Social Work (B.S.W.) degree from an undergraduate program accredited by the CSWE will be considered for advanced standing admission. Students not approved for advanced standing admission may be reviewed for full program admission. Advanced Standing students are required to complete 35 approved credit hours of course work. Students can successfully matriculate through the Master’s program as an Advanced Standing student in two years while attending part-time.

Length of the Program

The Council of Social Work Education (CSWE) mandates that all M.S.W. requirements must be completed within four years of the date of entrance into the program. Exceptions to this requirement may be requested by students who need an extension due to extraordinary and/or unavoidable extenuating circumstances. Only petitions from students who have a consistent outstanding academic performance history with no "incompletes," withdrawals," "drop-outs," or "fail" grades will be considered for this extension. Under no circumstances will students be allowed more than six years to complete their M.S.W. program.

Field Placement

All M.S.W. students must complete field placements that are authorized and arranged with affiliated public and nonprofit social service agencies through the field placement office. Generalist Field Placement (SWRK 595 and SWRK 596) requires 400 hours of supervised fieldwork. Advanced Field Placement (SWRK 695 and SWRK 696) requires 500 hours of supervised fieldwork in a student's chosen concentration. M.S.W. students admitted to the full program must complete both placements. Students admitted to the advanced
standing program complete only the advanced level placements. In accordance with our national accreditation standards, no credit can be given for past or present work experience.

School Social Work Certification

The EMU School of Social Work offers a sequence of three elective courses that have been approved by the State of Michigan required to become a school social worker. Consultation should be made with a social work graduate advisor or the M.S.W. office about this opportunity.

Foundation Level Courses: 32 hours

- SWRK 501 - Social Policies and the Social Work Profession 1 hr
- SWRK 503 - Ethics and the Social Work Profession 1 hr
- SWRK 505 - Generalist Social Work Practice with Individuals 2 hrs
- SWRK 506 - Human Behavior and the Social Environment: Individuals and Families 2 hrs
- SWRK 507 - Human Behavior and the Social Environment: Groups, Organizations and Communities 2 hrs
- SWRK 515 - Generalist Social Work Practice with Families 2 hrs
- SWRK 525 - Social Work Practice with Women and Girls 2 hrs
- SWRK 533 - Social Work Evaluation and Research: Quantitative & Qualitative Methods 4 hrs
- SWRK 535 - Social Work with People of Color: A Strengths Perspective 2 hrs
- SWRK 545 - Generalist Social Work Practice with Groups 2 hrs
- SWRK 565 - Generalist Social Work Practice with Communities 2 hrs
- SWRK 571 - Social Work Policy Analysis and Change 2 hrs
- SWRK 595 - Generalist Field Experience I 4 hrs
- SWRK 596 - Generalist Field Experience II 4 hrs

Degree Requirements: 31-35 hours

Core Courses: 13 hours

- SWRK 610 - Empowerment: Social Justice and Social Change 2 hrs
- SWRK 633 - Research Methods for Agency Based Practice 3 hrs
- SWRK 695 - Advanced Field Practice I 4 hrs
- SWRK 696 - Advanced Field Practice II 4 hrs

Concentration: 18-22 hours

Select one concentration from the following:

Child and Family Services: 18-22 hours

Required Courses: 9 hours

- SWRK 640 - Policies and Issues: Children and Families 3 hrs
- SWRK 643 - Families in the Social Environment 3 hrs
- SWRK 644 - Family-Centered Practice 3 hrs

Specialization Courses: 9-13 hours
Full program students are required to take 9 credit hours of specialization courses. Advanced standing students are required to take 13 credit hours of specialization courses.

Mental Health and Substance Use Recovery: 18-22 hours

Required Courses: 9 hours
- SWRK 650 - Policy Issues in the Health Care Setting 3 hrs
- SWRK 652 - Dynamics and Practice: Mental Illness Services 3 hrs
- SWRK 653 - Dynamics and Practice: Chemical Dependency Services 3 hrs

Specialization Courses: 9-13 hours
Full program students are required to take 9 credit hours of specialization courses. Advanced standing students are required to take 13 credit hours of specialization courses.

Health and Aging: 18-22 hours

Required Courses: 9 hours
- SWRK 620 - Policy Issues: Health and Aging 3 hrs
- SWRK 625 - Psychosocial Aspects of Aging over the Life Course 2 hrs
- SWRK 626 - Social Work Practice in Integrated Health Care 2 hrs
- SWRK 627 - Social Work Practice with Older Adults 2 hrs

Specialization Courses: 9-13 hours
Full program students are required to take 9 credit hours of specialization courses. Advanced standing students are required to take 13 credit hours of specialization courses.
***Instructions for Originator***

Following the "Program Revision" user guide is highly recommended (see User Guides).

Complete the proposal in the following order:

- Complete Section I - Proposal Information
- Launch Proposal Do not edit sections II or III until after the proposal is launched.
- Complete Section II - Program Information
- Complete Section III - Proposal
- Approve Proposal

Please pay close attention to the instructions at the beginning of each section.

Section I - Proposal Information [Pre-Launch]

Please read the instructions carefully, mistakes made in this section may require you to start over with a new proposal. Do not edit Sections II or III until after the proposal is launched.

[1.1] Select "Program" or "Shared Core"

In most cases, "Program" is the appropriate selection. If the section of the program you intend to revise is shared by multiple programs, selecting "Shared Core" may be appropriate. Please contact Evan Finley (efinley2@emich.edu, 7-8954) if you believe this is the case.

![Program Type](https://curriculog.com/Proposal/Type)

- Program
- Shared Core

[1.2] Import Program

To import the current program from the catalog, please follow the directions outlined in the user guide. The imported catalog content appears in Section II. Do not edit Section II until after the proposal is launched.
A proposal launched without first importing catalog content will be deleted.

Program imported from the catalog? ☑ Yes

[1.3] Department and College Selection

Department* Social Work

College* ☑ AS - Arts & Sciences ☐ BU - Business ☐ ED - Education
☑ HH - Health and Human Services ☑ TC - Technology

[1.4] Department Faculty Input

To determine the path the proposal will take within the department, please review the options below and make the appropriate selections.

Do any of the following have purview over this program?*

☐ Program, Section, or Area Committee
☐ Undergraduate Committee
☐ Graduate Committee
☑ Instruction or Curriculum Committee (Dept. Wide)
☑ Dept./School Faculty
☐ None of the Above

If "Program, Section, Area Committee" is selected above, please select the committee from the drop-down menu below. If not applicable, please skip.

Program, Section, or Area Committee

Faculty Vote Count

If applicable, this field should be completed before the proposal leaves the department/school.

Faculty Vote Count

***Instructions for Originator***

STOP & LAUNCH PROPOSAL

https://emich.curriculog.com/proposal:2460/print
Section II - Program Information [Post-Launch]

Please carefully read the instructions in each sub-section and reference user guide. Add to or revise each sub-section, as needed.

[2.1] Program Title and Degree Type

**Program Title** Social Work [M.S.W.]

**Degree Type** Master of Social Work

[2.2] Catalog Description

The "Catalog Description" is the section at top of each catalog page, that provides a brief introduction to the program.

*If this field blank, please consider writing a description. The description should not include admission or program requirements.*

**Catalog Description** The Eastern Michigan University Master of Social Work program is designed for the working adult, interested in advancing their knowledge and social work skills in working with oppressed and disenfranchised individuals. The program is designed for part-time students and offers only evening and Saturday courses.

[2.3] Curriculum

This sub-section is where the program of study is revised. *It is highly recommended that you follow directions found in the user guide when working in this section.*

Below you will find three icons.

- The far right icon, *View Curriculum Courses*, displays all courses currently in the program. *A course must be listed here before it can be added to the program.*
- The middle icon, *View Curriculum Schema*, is where the program is edited.
- The far left icon, *Curriculum Preview*, will open a new window with a preview of how the program will appear in the catalog. Click on the red pencil in the right
Program Admission


Admissions Coordinator

Julie Harkema | 317 Marshall | 734.487.0393 | jharkema@emich.edu

Admission Requirements

Bachelor Degree

Full Program - A baccalaureate degree from an accredited college or university must be completed prior to matriculation. Candidates may apply while their degree is in progress, but degree completion demonstrated by an official transcript is necessary prior to beginning coursework in the MSW Program.

Advanced Standing - A Bachelor of Social Work degree from a Council on Social Work Education (CSWE) accredited college or university must be completed prior to matriculation. Candidates may apply while their degree is in progress, but degree completion demonstrated by an official transcript is necessary prior to matriculation into the MSW Program.

Grade Point Average

Full Program - A minimum GPA of 2.75 is required at the time of application. This GPA can be attained with a cumulative undergraduate or a completed graduate degree. A cumulative undergraduate GPA includes all college courses taken prior to receiving a bachelor degree.

Advanced Standing - A minimum GPA of 2.75 is required at the time of application. This GPA is attained with a cumulative undergraduate degree. A cumulative undergraduate GPA includes all college courses taken prior to receiving a bachelor degree. In addition, a 3.0 in the last sixty credits of the bachelor degree is required.

Conditional Status - In select cases, some applicants will be admitted on a conditional basis to the Full Program if they do not have the minimum overall GPA
of 2.75. A limited number of exceptional applicants who have been working in the social work field for a substantial amount of time may be considered for conditional admission.

Graduate Record Examinations (GRE) - The GRE is not required for admission.

Personal Statement - Applicants complete a Personal Statement that speaks to their readiness for graduate studies and connection to our mission. Your Personal Statement will be evaluated as a reflection of your writing skills, your ability to reflect and learn from your experiences, and as a narrative of your background, interests, and goals. You must be the sole author of this statement, but others may provide proofreading assistance and feedback. Your social work Personal Statement must be double-spaced and four to five pages in length. Within your Personal Statement, please address the following:

Why are you a "good fit" with the mission of EMU's MSW program?
In our society, there are many types of privilege. Identify and discuss ways in which you have been in a position of privilege, and how it might affect your work as a social worker.
Discuss your reasons for why you selected your specific concentration (i.e., mental illness/chemical dependency, families, and children, or services to the aging)?
What are your mission-related career interests and post-graduation plans?
Describe a situation where your attitudes about a particular stigmatized population (e.g., LGBT, people of color, persons in poverty, etc.) were challenged, and what you learned from that experience. In what ways are you ready to have your attitudes and social stereotypes be further challenged within an educational setting?
What attracts you to the MSW program at Eastern Michigan University?

Note: You must complete the Personal Statement according to the requirements of the School of Social Work.

Employment and Voluntarism Record - Provide complete contact information about agencies. Include the average hours/months/days of service at each position or volunteer experience. Please provide as much detailed information as possible, rather than leaving information blank or providing a range of hours. Also, include non-social work employment and voluntarism. Download Employment and Voluntarism form here.

Reference Letters – Three professional reference letters are required. Strong letters would be from professionals that could speak to
the applicant's academic strengths, professionalism, and/or readiness for master level social work. Three reference forms along with narratives letters on professional stationery are required; these will be accessed and submitted online by the recommenders.

Experience - Professional experience in the human services field, both paid and unpaid, is weighed in the decision-making process. This includes paid work experience, volunteer experience, and internships.

Admission Process

Once a complete application (Graduate Application to the M.S.W Program within the College of Health and Human Services, all transcripts, personal statement, volunteer/work form, and three recommendation forms with attached narrative letters) is received, the School of Social Work verifies, processes, and reviews the application. GPA is verified and calculated. Last 60 credits GPA is calculated. Work and volunteer experience are verified and calculated. Each application is sent out for two reviews. Reviewers from the School of Social Work read the application and respond using a formal rubric, which includes the applicant's connection to the EMU School of Social Work mission, evaluation of personal and professional characteristics, and academic ability.

If the point spread between the two reviews is more than ten points, the application is sent out for a third review. Once the reviews are completed, the application is sent to the Admissions Committee for a decision.

Notification of Decision - All applicants are notified of a decision by written, mailed letters from the School of Social Work. No decisions are given by email or phone call.

Transfer Applicants - If an applicant is currently in another EMU graduate program and interested in an MSW, the student must complete the formal application process as outlined above to be considered for the MSW program. If accepted, some classes may transfer as electives dependent on the date the class and relevance to the social work curriculum. Discretion for transfer credits lies with the Director of the MSW program.

If an applicant has been accepted into and attended another MSW program, the applicant must complete the formal application process as outlined above to be considered for the EMU MSW program. In addition, the applicant must submit a letter from their current/previous MSW program stating that they left the program in "good standing." Only students in "good standing" will be considered for the EMUMSW program.
An Appeal of Decision of Acceptance/Denial into the EMU MSW Program
- There is no appeal process. Decisions are final. If applicants are
interested in re-applying for a future year, they are encouraged to do so
by reapplying to the Master of Social Work program and updating their
application materials.

Note: Official scores must be sent by the testing agency directly to the
University.

School Information

Social Work, College of Health and Human Services

Jennifer Kellman-Fritz, Ph.D. l Director (Interim) l 323 Marshall l
734.487.6856 l jkellman@emich.edu

Deborah A. Willis, Ph.D. l Graduate Coordinator l 206F Marshall l
734.487.9480 l dtwillis@emich.edu

Advisor Information

David Eoy l 315 Marshall l 734.487.6807 l devoy@emich.edu

Program Information

Course Requirements

The length of time required to complete the M.S.W. depends upon undergraduate preparation. Students admitted to the M.S.W. program begin coursework in the fall semester immediately following their admission. Students are admitted as a cohort with a structured, approved Plan of Study.

Full Program

Students applying to the M.S.W. program who did not obtain a B.S.W. in their undergraduate studies are considered for the Full Program. Full Program students complete 63 hours of foundation and advanced-level courses. Full Program students can successfully matriculate through the Master's program in four years while attending part-time.
Advanced Standing

*Students with a Bachelor of Social Work (B.S.W.) degree from an undergraduate program accredited by the CSWE will be considered for advanced standing admission. Students not approved for advanced standing admission may be reviewed for full program admission. Advanced Standing students are required to complete 35 approved credit hours of course work. Students can successfully matriculate through the Master's program as an Advanced Standing student in two years while attending part-time.*

Length of the Program

*The Council of Social Work Education (CSWE) mandates that all M.S.W. requirements must be completed within four years of the date of entrance into the program. Exceptions to this requirement may be requested by students who need an extension due to extraordinary and/or unavoidable extenuating circumstances. Only petitions from students who have a consistent outstanding academic performance history with no "incompletes," "withdrawals," "stop-outs," or "fail" grades will be considered for this extension. Under no circumstances will students be allowed more than six years to complete their M.S.W. program.*

Field Placement

*All M.S.W. students must complete field placements that are authorized and arranged with affiliated public and nonprofit social service agencies through the field placement office. Generalist Field Placement (SWRK 595 and SWRK 596) requires 400 hours of supervised field work. Advanced Field Placement (SWRK 695 and SWRK 696) requires 500 hours of supervised field work in a student's chosen concentration. M.S.W. students admitted to the full program must complete both placements. Students admitted to the advanced standing program complete only the advanced level placements. In accordance with our national accreditation standards, no credit can be given for past or present work experience.*
SWRK 501 Social Policies and the Social Work Profession 1 hr
SWRK 503 Ethics and the Social Work Profession 1 hr
SWRK 505 Generalist Social Work Practice with Individuals 2 hrs
SWRK 506 Human Behavior and the Social Environment: Individuals and Families 2 hrs
SWRK 507 Human Behavior and the Social Environment: Groups, Organizations and Communities 2 hrs
SWRK 515 Generalist Social Work Practice with Families 2 hrs
SWRK 525 Social Work Practice with Women and Girls 2 hrs
SWRK 533 Social Work Evaluation and Research: Quantitative & Qualitative Methods 4 hrs
SWRK 535 Social Work with People of Color: A Strengths Perspective 2 hrs
SWRK 545 Generalist Social Work Practice with Groups 2 hrs
SWRK 565 Generalist Social Work Practice with Communities 2 hrs
SWRK 571 Social Work Policy Analysis and Change 2 hrs
SWRK 595 Generalist Field Experience I 4 hrs
SWRK 596 Generalist Field Experience II 4 hrs

Degree Requirements: 31-35 hours

[Before] Core Courses: 13 hours
SWRK 610 Empowerment: Social Justice and Social Change 2 hrs
SWRK 633 Research Methods for Agency Based Practice 3 hrs
SWRK 695 Advanced Field Practice I 4 hrs
SWRK 696 Advanced Field Practice II 4 hrs

[After]
Concentration: 18-22 hours
Select one from the following three concentrations.

[Before] Child and Family Services: 18-22 hours
 Required Courses: 9 hours
SWRK 640 Policies and Issues in Services to Families 3 hrs
SWRK 643 Families in the Social Environment 3 hrs
SWRK 644 Family-Centered Practice 3 hrs

[Before] Specialization Courses: 9-13 hours
Full program students are required to take 9 credit hours of specialization courses. Advanced standing students are required to take 13 credit hours of specialization courses.

[Before] Mental Health and Substance Use Recovery: 18-22 hours
Required Courses: 9 hours

SWRK 650 Policy Issues in the Health Care Setting 3 hrs

SWRK 652 Dynamics and Practice: Mental Illness Services 3 hrs

SWRK 653 Dynamics and Practice: Chemical Dependency Services 3 hrs

[Before] Specialization Courses: 9-13 hours
Full program students are required to take 9 credit hours of specialization courses. Advanced standing students are required to take 13 credit hours of specialization courses.

[Before] Health and Aging: 18-22 hours
Required Courses: 9 hours

SWRK 620 Policy Issues: Health and Aging 3 hrs

SWRK 625 Psychosocial Aspects of Aging over the Life Course 2 hrs

SWRK 626 Social Work Practice in Integrated Health Care 2 hrs

SWRK 627 Social Work Practice with Older Adults 2 hrs

[Before] Specialization Courses: 9-13 hours
Full program students are required to take 9 credit hours of specialization courses. Advanced standing students are required to take 13 credit hours of specialization courses.

School Social Work Certification

The EMU School of Social Work offers a sequence of three elective courses that have been approved by the State of Michigan required to become a school social worker. Consultation should be made with a social work graduate advisor or the M.S.W. office about this opportunity.

[2.4] Associated Proposals

If applicable, please list all new and revised courses associated with this proposal.
New Courses

Revised Courses

- SWRK 620: Policy Issues: Health and Aging (proposal)
- SWRK 625: Applied Psychosocial Aspects Across the Life Course (proposal)
- SWRK 626: Social Work Practice in Integrated Health Care (proposal)
- SWRK 627: Social Work Practice with Older Adults (proposal)
- SWRK 640: Policies and Issues: Children and Families

[2.5] Impacted Departments

In the text box below, please list all of the departments impacted by this proposal.

Impacted Departments
Aging Studies (for SWRK 625, which is cross-listed)

Section III - Proposal Rationale [Post-Launch]

[3.1] Proposal Rationale

Please use the text box below to provide a detailed rationale for revising this program. Be sure to address all revisions made in Section II.

If it is the result of a market analysis or needs assessment, attach documentation. If the revision is the result of State of Michigan, federal or accrediting agency mandate, attach documentation, including the required implementation date.

Rationale
Every few years our accrediting body, the Council on Social Work Education, updates the educational standards for our profession. They set the guidelines for social work practice competencies at the undergraduate and advanced practice competencies at the graduate level which correspond with our professional licensing standards. This first step in the revisions to our graduate advanced practice curriculum align with the national standards required by the Council on Social Work Education.

The revision also calls for Banner codes to be updated to reflect how the MSW program is listed in the catalog, a single masters program with three concentrations. The three concentrations will appear on the student's transcript.

[3.2] Impact on Budget
Describe the budgetary impact of the proposed revision. 1) If new resources are needed, indicate their source. 2) If resources beyond those the department/school or college can provide are needed, attach a cost analysis.

Budget

***Approval Proposal***

If the proposal is ready to move on to the next step of the process, scroll back to the top of this page and locate the decisions icon on the right side of the page (blue circle w/ white checkmark). Select "approve" and "make my decision."

Course and Program Development Office

This section is reserved for the Course and Program Development Office, please do not edit.

Change to Banner codes? ☐ Yes ☐ No

CPD Office Notes

Input Deadline

Ignore No Ignore
<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Status</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Head/School Director [Signature Step]</td>
<td>Jennifer Fritz</td>
<td>Approved</td>
<td>01/24/2019</td>
</tr>
<tr>
<td>College Dean [Signature Step]</td>
<td>Muralidharan Nair</td>
<td>Approved</td>
<td>02/04/2019</td>
</tr>
<tr>
<td>Department Head/School Director [Signature Step]</td>
<td>Jennifer Fritz</td>
<td>Approved</td>
<td>02/20/2019</td>
</tr>
<tr>
<td>College Dean [Signature Step]</td>
<td>Muralidharan Nair</td>
<td>Approved</td>
<td>02/25/2019</td>
</tr>
<tr>
<td>Provost's Office [Signature Step]</td>
<td>Michael Tew</td>
<td>Approved</td>
<td>04/04/2019</td>
</tr>
</tbody>
</table>
Social Work [M.S.W.]

Program Admission

28 402018-06-28 22: 09: 40 Please download Instructions for Applying to the Master of Social Work
Program here.

Admissions Coordinator

Julie Harkema| 317 Marshall| 734. 487. 0393| jharkema@emich. edu

Admission Requirements

Bachelor Degree

Full Program-A baccalaureate degree from an accredited college or university must be completed
prior to matriculation. Candidates may apply while their degree is in progress, but degree completion
demonstrated by an official transcript is necessary prior to beginning coursework in the MSW
Program.

Advanced Standing-A Bachelor of Social Work degree from a Council on Social Work Education
(CSWE) accredited college or university must be completed prior to matriculation. Candidates may
apply while their degree is in progress, but degree completion demonstrated by an official transcript is
necessary prior to matriculation into the MSW Program.

Grade Point Average

Full Program-A minimum GPA of 2. 75 is required at the time of application. This GPA can be attained
with a cumulative undergraduate or a completed graduate degree. A cumulative undergraduate GPA
includes all college courses taken prior to receiving a bachelor degree.

Advanced Standing-A minimum GPA of 2. 75 is required at the time of application. This GPA is
attained with a cumulative undergraduate degree. A cumulative undergraduate GPA includes all
college courses taken prior to receiving a bachelor degree. In addition, a 3. 0 in the last sixty credits of
the bachelor degree is required.

Conditional Status-In select cases, some applicants will be admitted on a conditional basis to the Full
Program if they do not have the minimum overall GPA of 2. 75. A limited number of exceptional
applicants who have been working in the social work field for a substantial amount of time may be
considered for conditional admission.

Graduate Record Examinations (GRE)-The GRE is not required for admission.

Personal Statement-Applicants complete a Personal Statement that speaks to their readiness for
graduate studies and connection to our mission. Your Personal Statement will be evaluated as a
reflection of your writing skills, your ability to reflect and learn from your experiences, and as a
narrative of your background, interests, and goals. You must be the sole author of this statement, but
others may provide proofreading assistance and feedback. Your social work Personal Statement must be
double-spaced and four to five pages in length. Within your Personal Statement, please address the
following:
1. Why are you a "good fit" with the mission of EMU’s MSW program?
2. In our society, there are many types of privilege. Identify and discuss ways in your life in which you have been in a position of privilege, and how it might affect your work as a social worker.
3. Discuss your reasons for why you selected your specific concentration (i.e., mental illness/chemical dependency, families, and children, or services to the aging)?
4. What are your mission-related career interests and post-graduation plans?
5. Describe a situation where your attitudes about a particular stigmatized population (e.g., LGBT, people of color, persons in poverty, etc.) were challenged, and what you learned from that experience. In what ways are you ready to have your attitudes and social stereotypes be further challenged within an educational setting?
6. What attracts you to the MSW program at Eastern Michigan University?

Note: You must complete the Personal Statement according to the requirements of the School of Social Work.

Employment and Voluntarism Record—Provide complete contact information about agencies. Include the average hours/months/days of service at each position or volunteer experience. Please provide as much detailed information as possible, rather than leaving information blank or providing a range of hours. Also, include non-social work employment and voluntarism. Download Employment and Voluntarism form here.

Reference Letters—Three professional reference letters are required. Strong letters would be from professionals that could speak to the applicant’s academic strengths, professionalism, and/or readiness for master level social work. Three reference forms along with narratives letters on professional stationary stationery are required; these will be accessed and submitted online by the recommenders.

Experience—Professional experience in the human services field, both paid and unpaid, is weighed in the decision-making process. This includes paid work experience, volunteer experience, and internships.

Admission Process

- Once a complete application (Graduate Application to the M.S.W Program within the College of Health and Human Services, all transcripts, personal statement, volunteer/work form, and three recommendation forms with attached narrative letters) is received, the School of Social Work verifies, processes, and reviews the application.
- GPA is verified and calculated. Last 60 credits GPA is calculated.
- Work and volunteer experience are verified and calculated.
- Each application is sent out for two reviews. Reviewers from the School of Social Work read the application and respond using a formal rubric, which includes the applicant’s connection to the EMU School of Social Work mission, evaluation of personal and professional characteristics, and academic ability.
- If the point spread between the two reviews is more than ten points, the application is sent out for a third review.
- Once the reviews are completed, the application is sent to the Admissions Committee for a decision.

Notification of Decision—All applicants are notified of a decision by written, mailed letters from the School of Social Work. No decisions are given by email or phone call.

Transfer Applicants—If an applicant is currently in another EMU graduate program and interested in an MSW, the student must complete the formal application process as outlined above to be considered for the MSW program. If accepted, some classes may transfer as electives dependent on the date the class
and relevance to the social work curriculum. Discretion for transfer credits lies with the Director of the MSW program.

If an applicant has been accepted into and attended another MSW program, the applicant must complete the formal application process as outlined above to be considered for the EMU MSW program. In addition, the applicant must submit a letter from their current/previous MSW program stating that they left the program in "good standing." Only students in "good standing" will be considered for the EMUMSW program.

An Appeal of Decision of Acceptance/Denial into the EMU MSW Program—There is no appeal process. Decisions are final. If applicants are interested in re-applying for a future year, they are encouraged to do so by reapplying to the Master of Social Work program and updating their application materials.

Note: Official scores must be sent by the testing agency directly to the University.

School Information

Social Work, College of Health and Human Services

Jennifer Kellman-Fritz, Ph.D. | Director (Interim) | 323 Marshall | 734.487.6856 | jkellman@emich.edu
Deborah A. Willis, Ph.D. | Graduate Coordinator | 206F Marshall | 734.487.9480 | dwillis@emich.edu

Advisor Information

David Evoy | 315 Marshall | 734.487.6807 | devey@emich.edu

Program Information

Course Requirements

The length of time required to complete the M.S.W. depends upon undergraduate preparation. Students admitted to the M.S.W. program begin coursework in the fall semester immediately following their admission. Students are admitted as a cohort with a structured, approved Plan of Study.

Full Program

Students applying to the M.S.W. program who did not obtain a B.S.W. in their undergraduate studies are considered for the Full Program. Full Program students complete 63 hours of foundation and advanced-level courses. Full Program students can successfully matriculate through the Master's program in four years while attending part-time.

Advanced Standing

Students with a Bachelor of Social Work (B.S.W.) degree from an undergraduate program accredited by the CSWE will be considered for advanced standing admission. Students not approved for advanced standing admission may be reviewed for full program admission. Advanced Standing students are required to complete 35 approved credit hours of course work. Students can successfully
matriculate through the Master's program as an Advanced Standing student in two years while attending part-time.

Length of the Program

The Council of Social Work Education (CSWE) mandates that all M.S.W. requirements must be completed within four years of the date of entrance into the program. Exceptions to this requirement may be requested by students who need an extension due to extraordinary and/or unavoidable extenuating circumstances. Only petitions from students who have a consistent outstanding academic performance history with no "incompletes," withdrawals," "stop-outs," or "fail" grades will be considered for this extension. Under no circumstances will students be allowed more than six years to complete their M.S.W. program.

Field Placement

All M.S.W. students must complete field placements that are authorized and arranged with affiliated public and nonprofit social service agencies through the field placement office. Generalist Field Placement (SWRK 505 and SWRK 506) requires 400 hours of supervised field work. Advanced Field Placement (SWRK 695 and SWRK 696) requires 500 hours of supervised field work in a student's chosen concentration. M.S.W. students admitted to the full program must complete both placements. Students admitted to the advanced standing program complete only the advanced level placements. In accordance with our national accreditation standards, no credit can be given for past or present work experience.

Foundation Level Courses: 32 hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWRK 501</td>
<td>Social Policies and the Social Work Profession</td>
<td>1 hr</td>
</tr>
<tr>
<td>SWRK 503</td>
<td>Ethics and the Social Work Profession</td>
<td>1 hr</td>
</tr>
<tr>
<td>SWRK 505</td>
<td>Generalist Social Work Practice with Individuals</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 506</td>
<td>Human Behavior and the Social Environment: Individuals and Families</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 507</td>
<td>Human Behavior and the Social Environment: Groups, Organizations and Communities</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 515</td>
<td>Generalist Social Work Practice with Families</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 525</td>
<td>Social Work Practice with Women and Girls</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 533</td>
<td>Social Work Evaluation and Research: Quantitative &amp; Qualitative Methods</td>
<td>4 hrs</td>
</tr>
<tr>
<td>SWRK 535</td>
<td>Social Work with People of Color: A Strengths Perspective</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 545</td>
<td>Generalist Social Work Practice with Groups</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 565</td>
<td>Generalist Social Work Practice with Communities</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 571</td>
<td>Social Work Policy Analysis and Change</td>
<td>2 hrs</td>
</tr>
<tr>
<td>SWRK 595</td>
<td>Generalist Field Experience I</td>
<td>4 hrs</td>
</tr>
<tr>
<td>SWRK 596</td>
<td>Generalist Field Experience II</td>
<td>4 hrs</td>
</tr>
</tbody>
</table>

Degree Requirements: 31–35 hours
Elective Courses: 7-13 hours

Full program students are required to take 9 credit hours of electives (7 if in the Children and Family Services concentration). Advanced standing students are required to take 13 credit hours of electives (11 if in the Children and Family Services concentration).

Advanced Level Courses Degree Requirements: 22 31-35 hours

[Before] Core Courses: 13 hours
SWRK 610 Empowerment: Social Justice and Social Change 2 hrs
SWRK 633 Research Methods for Agency Based Practice 3 hrs
SWRK 695 Advanced Field Practice I 4 hrs
SWRK 696 Advanced Field Practice II 4 hrs

[After]
Concentration: 9-9-11-18-22-22-9 18-22 hours

Select one from the following three concentrations.

[Before] I. Children and Family Services (SWFS): 11-18-22-22 hours; 18-22 hours Required Courses: 11 9 hours
SWRK 640 Policies and Issues in Services to Families 3 hrs
SWRK 643 Families in the Social Environment 3 hrs
SWRK 644 Family-Centered Practice 3 hrs

[Before] Elective Specialization Courses: 7-11 9-13 hours
Full program students are required to take 7-9 credit hours of electives specialization courses. Advanced standing students are required to take 11-13 credit hours of electives specialization courses.

[Before] II. Mental Health and Chemical Dependency (SWMH): Substance Use Recovery: 18-22 hours Required Courses: 9-11 7 9 hours
SWRK 650 Policy Issues in the Health Care Setting 3 hrs
SWRK 652 Dynamics and Practice: Mental Illness Services 3 hrs
SWRK 653 Dynamics and Practice: Chemical Dependency Services 3 hrs

[Before] Elective Specialization Courses: 9-13-11-15 9-13 hours
Full program students are required to take 9-13 credit hours of electives specialization courses. Advanced standing students are required to take 13 credit hours of electives specialization courses.

SWRK 623 Applied Psychological Aspects of Aging 3 hrs

[Before] III. Services to the Health and Aging (SWAG): 18-22 hours Required Courses: 9 hours
SWRK 620 Policy Issues: Health and Aging 3 hrs
SWRK 625 Psychosocial Aspects of Aging over the Life Course 2 hrs
SWRK 626 Social Work Practice in Integrated Health Care 2 hrs
SWRK 627 Social Work Practice with Older Adults 2 hrs

https://emich.curriculog.com/curriculumPreview.html
Elective Specialization Courses: 9-13 hours
Full program students are required to take 9 credit hours of electives specialization courses. Advanced standing students are required to take 13 credit hours of electives specialization courses.

School Social Work Certification

The EMU School of Social Work offers a sequence of three elective courses that have been approved by the State of Michigan required to become a school social worker. Consultation should be made with a social work graduate advisor or the M.S.W. office about this opportunity.
Social Work [M.S.W.]

Status: active
Hierarchy Entities: Social Work
Approval Process Name: Program Proposal - Revision
Current Step: Catalog Implementation
Originator: Caree Putzu
Created: 01/17/2015 05:30PM
Launched: 01/17/2015 05:33PM
Form
***Instructions for Originator***
Section I - Proposal Information [Pre-Launch]
Program Type: Program
Program Imported from the catalog?
Yes
Department: Social Work
College: HES - Health and Human Services
Do any of the following have prior approval over this program?
Instruction or Curriculum Committee (Dept. Wide), Dept./School Faculty
Program, Section, or Area Committee
Faculty Vote Count
***Instructions for Originator***
Section II - Program Information [Post-Launch]
Program Title: Social Work [M.S.W.]
Degree Type: Master of Social Work
Catalog Description: The Eastern Michigan University Master of Social Work program is designed for the working adult, interested in advancing their knowledge and social work skills in working with oppressed and disenfranchised individuals. The program is designed for part-time students and offers only evening and Saturday courses.
Curriculum
New Courses:
- SWRK 620: Policy Issues: Health and Aging (proposed)
- SWRK 625: Applied Psychosocial Aspects Across the Life Course (proposed)
- SWRK 626: Social Work Practice in Integrated Health Care (proposed)
- SWRK 627: Social Work Practice with Older Adults (proposed)
- SWRK 640: Policies and Issues: Children and Families

Revised Courses:
- Aging Studies (for SWRK 625, which is cross-listed)

Impacted Departments:
Section III - Proposal Rationale [Post-Launch]
Rationale: Every few years our accrediting body, the Council on Social Work Education, updates the educational standards for our profession. They set the guidelines for social work practice competencies at the undergraduate and advanced practice levels. This provides the opportunity to revise our graduate advanced practice curriculum align with the national standards required by the Council on Social Work Education.

The revision also calls for Banner codes to be updated to reflect how the MSW program is listed in the catalog, a single masters program with three concentrations. The three concentrations will appear on the student's transcript.

Budget
***Approval Proposal***
Course and Program Development Office
Change to Banner codes? Yes
CPD Office Notes
Input Deadline: Ignore

<table>
<thead>
<tr>
<th>Steps</th>
<th>Comments</th>
<th>Edits</th>
<th>Decision</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Originator</td>
<td></td>
<td>0</td>
<td>approve</td>
<td>01/21/2019 02:18PM</td>
</tr>
<tr>
<td>Proposal Review (Post-Originator)</td>
<td></td>
<td>50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evan Finley</td>
<td></td>
<td>13</td>
<td>approve</td>
<td>01/23/2019 01:43PM</td>
</tr>
<tr>
<td>Instruction/Curriculum Committee</td>
<td>Janet Okahgue-Reaves</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sarah Shea</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Caree Putzu</td>
<td>0</td>
<td>reject</td>
<td>01/24/2019 04:16PM</td>
</tr>
<tr>
<td></td>
<td>Celeste Hawkins</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Tana Bridge</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sarah Van Zalen</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Charles Graham</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Peregrine Silverman</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Deborah Willie</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Proposal Review (Post-Originator)</td>
<td>Evan Finley</td>
<td>20</td>
<td>approve</td>
<td>01/24/2019 06:12PM</td>
</tr>
<tr>
<td>Instruction/Curriculum Committee</td>
<td>Janet Okahgue-Reaves</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Vote</td>
<td>Reason</td>
<td>Date/Time</td>
<td></td>
</tr>
<tr>
<td>----------------------</td>
<td>------</td>
<td>---------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td>Sarah Shea</td>
<td>0</td>
<td>None</td>
<td>01/24/2019 06:21PM</td>
<td></td>
</tr>
<tr>
<td>Caren Putzu</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Celeste Hawkins</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tana Bridge</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sarah Van Zoeven</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charles Graham</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Peregrine Silvershanc</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deborah Willis</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cassandra Barregan</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marcia Bombyk</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Claudette Braxton</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tana Bridge</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yvette Colon</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laura Davis</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jennifer Fairley</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jennifer Fitz</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charles Graham</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jillian Graves</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sylvia Gray</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Celeste Hawkins</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ekla Krajewski-Jaime</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Angie Munn Williams</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Christina Marcack</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enos Massie</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lynn Nybell</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Janet Okaigbus-Reaves</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caren Putzu</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Ragg</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ann Rall</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kennedy Saldenha</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sarah Shea</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Peregrine Silvershanc</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jeanne Thomas</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sarah Van Zoeven</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Barbara Walters</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marilyn Wedenjo</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sylvia Weinberg</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deborah Willis</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stephanie Wiedlowski</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Harjorie Zielert</td>
<td>0</td>
<td>None</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Department/Head/School Director [Signature Stop]**

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
<th>Reason</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Fitz</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>College Dean [Signature Stop]</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Muraleidharan Nair</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Christine Kartmin</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Daniel Burns</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Proposal Review [Post-College]</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Evan Finkley</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Evan Finkley</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

**College Dean [Signature Stop]**

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
<th>Reason</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Muraleidharan Nair</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Christine Kartmin</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Daniel Burns</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Evan Finkley</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

**Department/Head/School Director [Signature Stop]**

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
<th>Reason</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Fitz</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Evan Finkley</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

**Department/Head/School Faculty**

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
<th>Reason</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cassandra Barregan</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Marcia Bombyk</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Claudette Braxton</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Tana Bridge</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Yvette Colon</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Laura Davis</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Jennifer Fairley</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Jennifer Fitz</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Charles Graham</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Jillian Graves</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Sylvia Gray</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Celeste Hawkins</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Ekla Krajewski-Jaime</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Angie Munn-Williams</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Christina Marcack</td>
<td>0</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Department Head/School Director [Signature Step]</td>
<td>Jennifer Fritz 0 0</td>
<td>approve</td>
<td>02/20/2019 04:35PM</td>
</tr>
<tr>
<td>College Dean [Signature Step]</td>
<td>Muralidharan Nair 0 0</td>
<td>approve</td>
<td>02/26/2019 09:24AM</td>
</tr>
<tr>
<td>Christine Karsin 0 0</td>
<td>None</td>
<td>02/14/2019 01:46PM</td>
<td></td>
</tr>
<tr>
<td>Daniel Burns 0 0</td>
<td>None</td>
<td>02/20/2019 04:35PM</td>
<td></td>
</tr>
<tr>
<td>Proposal Review [Post-College]</td>
<td>Evan Finley 0 9</td>
<td>approve</td>
<td>02/24/2019 12:24PM</td>
</tr>
<tr>
<td>Course and Program Development Office</td>
<td>Evan Finley 0 0</td>
<td>approve</td>
<td>03/26/2019 12:25PM</td>
</tr>
<tr>
<td>Provost's Office [Signature Step]</td>
<td>Michael Tew 0 0</td>
<td>approve</td>
<td>04/04/2019 12:23PM</td>
</tr>
<tr>
<td>Catalog Implementation</td>
<td>Evan Finley 0 19</td>
<td>None</td>
<td>02/24/2019 12:24PM</td>
</tr>
</tbody>
</table>

**Comments**

| User Comments | Date | Comment |
| Evan Finley | 01/22/2019 01:43PM | Message to SWIK Instruction Committee - Attached to this proposal, you will find a Word document that shows an alternative way to format your program. If you agree with this change, please revise the program of study under "[2.3] Curriculum." Please let me know if you have any questions, 7-8154 or efinley2@umich.edu. |
| Caren Putzu | 01/24/2019 01:46PM | Sending it back for revision |
| Evan Finley | 01/24/2019 06:12PM | With Caren Putzu's approval, I revised the curriculum. Sending proposal back to Instruction Committee. |
| Caren Putzu | 01/24/2019 06:21PM | Thank you for your help, Evan! |
| Evan Finley | 02/04/2019 10:19AM | This proposal is on hold until the new course proposals are approved. |
| Evan Finley | 02/06/2019 04:16PM | Returning the proposal to the School of Social Work per their request. |
| Evan Finley | 03/11/2019 08:58AM | This proposal is on hold until SWIK 625 is approved. |
| Evan Finley | 03/26/2019 12:25PM | This revision is minor in scope and does not impact curriculum, outside the originating college. The proposal can move forward for a final determination by the Provost's Office. |

**System Comments**

| Digital Architecture | 01/21/2019 02:16PM | Caren Putzu has approved this proposal on Originator. |
| Digital Architecture | 01/24/2019 04:16PM | Evan Finley has approved this proposal on Proposal Review [Post-Originator]. |
| Digital Architecture | 01/24/2019 06:13PM | Caren Putzu has rejected this proposal on Instruction/Curriculum Committee. |
| Digital Architecture | 01/24/2019 06:21PM | Evan Finley has approved this proposal on Proposal Review [Post-Originator]. |
| Digital Architecture | 01/24/2019 09:34PM | Caren Putzu has approved this proposal on Instruction/Curriculum Committee. |
| Digital Architecture | 01/24/2019 09:38PM | Jennifer Fritz has approved this proposal on Department/School faculty. |
| Digital Architecture | 02/04/2019 09:33AM | Muralidharan Nair has approved this proposal on College Dean [Signature Step]. |
| Digital Architecture | 02/04/2019 10:19AM | Evan Finley has requested a hold on this proposal. |
| Digital Architecture | 02/06/2019 04:13PM | System Administrator Evan Finley has placed this proposal on hold. |
| Digital Architecture | 02/06/2019 04:16PM | System Administrator Evan Finley has placed this proposal on hold. |
| Digital Architecture | 02/06/2019 04:16PM | Jennifer Fritz has approved this proposal on Department/Head/School Director [Signature Step]. |
| Digital Architecture | 02/09/2019 04:35PM | System Administrator Evan Finley has placed this proposal on hold. |
| Digital Architecture | 02/14/2019 04:46PM | Caren Putzu has approved this proposal on Department/School Faculty. |
| Digital Architecture | 02/20/2019 04:34PM | Caren Putzu has approved this proposal on Department/Head/School Director [Signature Step]. |
| Digital Architecture | 02/20/2019 04:35PM | Jennifer Fritz has approved this proposal on Department Head/Head/Head/School Director [Signature Step]. |
| Digital Architecture | 03/26/2019 09:24AM | Jennifer Fritz has approved this proposal on College Dean [Signature Step]. |
| Digital Architecture | 03/26/2019 09:24AM | System Administrator Evan Finley has removed the hold from this proposal. |
| Digital Architecture | 03/26/2019 12:24PM | System Administrator Evan Finley has removed the hold from this proposal. |
| Digital Architecture | 03/26/2019 12:24PM | Evan Finley has approved this proposal on Proposal Review [Post-College]. |
| Digital Architecture | 03/26/2019 12:25PM | Evan Finley has approved this proposal on Course and Program Development Office. |
| Digital Architecture | 04/04/2019 12:23PM | Michael Tew has approved this proposal on Provost's Office [Signature Step]. |
### Search Parameters

<table>
<thead>
<tr>
<th>sort</th>
<th>processID</th>
<th>code</th>
<th>from</th>
<th>keyword</th>
<th>entityName</th>
<th>detail</th>
<th>entity</th>
<th>to</th>
<th>prefix</th>
<th>status</th>
<th>activity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Social Work</td>
<td>unc/physiat</td>
<td>33</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>active</td>
<td>comments, edit, decisions</td>
</tr>
</tbody>
</table>
The attached proposal from the Special Education & Communication Sciences and Disorders Department and the College of Education to phase out Master of Arts in Special Education with Elementary Certification - Visual Impairment, Master of Arts in Special Education with Secondary Certification - Visual Impairment, Master of Arts in Special Education with Elementary Certification - Cognitive Impairment, Master of Arts in Special Education with Secondary Certification - Cognitive Impairment, Master of Arts in Special Education with Elementary Certification - Emotional Impairment, Master of Arts in Special Education with Secondary Certification - Emotional Impairment, Master of Arts in Special Education with Elementary Certification - Physical & Other Health Impairment, and Master of Arts in Special Education with Secondary Certification - Physical & Other Health Impairment, is approved, effective Fall 2019.

Graduate School policy limits students to 6 years to complete a Master's degree. Please note that the two "Visual Impairment" programs were previously shelved.

If you have any questions, please contact Evan Finley, Course and Program Development Associate (487-8954, efinley2@emich.edu).

cc: Rhonda Longworth, Provost & Executive Vice President of Academic and Student Affairs
Wade Tornquist, Interim Associate Provost & Vice President of Graduate Studies and Research
Tana Bridge, Faculty Associate, Graduate School
Julia Nims, Faculty Associate, Graduate School
Michael Sayler, Dean, College of Education
Beth Kubitskey, Associate Dean, College of Education
Faculty Senate
Myung-Sook Koh, Special Education & Communication Sciences and Disorders
Erin Burdis, Assistant Registrar
Amy Frady, Assistant Director, Records & Registration
Ramona Milligan, Coordinator of Registration, Records & Registration
Judith Massingill, Coordinator of Records, Records & Registration
Carol Evans, Transfer Equivalency Coordinator, Records & Registration
Mary Butkovich, Halle Library
Ann Richards, Assistant Director, Admissions Processing
Bin Ning, Assistant Vice President and Executive Director, IRIM
Sarah Kersey Otto, Director, Career Development & Outreach
Original, Course and Program Development
Special Education with Certification (SEM-T) [M.A.] Phase-out

Special Request

***Instructions for Originator***

Please pay close attention to the instructions at the beginning of each section.

Complete the proposal in the following order:

- Complete Section I - Proposal Information
- Launch Proposal *Do not edit section II until after the proposal is launched.*
- Complete Section II - Proposal Details
- Approve Proposal

Section I - Proposal Information [Pre-Launch]

Please read the instructions carefully; mistakes made in this section may require you to start over with a new proposal. *Do not edit Section II until after the proposal is launched.*

[1.1] Proposal Title

Enter the proposal's title in the text box provided.

Proposal Title* Special Education with Certification (SEM-T) [M.A.] Phase-out

[1.2] Department and College Selection

Department* Special Education
[1.3] Department Faculty Input

To determine the path the proposal will take within the department, please review the options below and make the appropriate selections.

Do any of the following have purview over these courses?*

- Program, Section, or Area Committee
- Undergraduate Committee
- Graduate Committee
- Instruction or Curriculum Committee (Dept. Wide)
- Dept./School Faculty
- None of the Above

If "Program, Section, Area Committee" is selected above, please select the committee from the drop-down menu below. If not applicable, please skip.

Program, Section, or Area Committee

Faculty Vote Count

If applicable, this field should be completed before the proposal leaves the department/school.

Faculty Vote Count Yes - 7, No - 0, Abstain - 1

***Instructions for Originator***

STOP & LAUNCH PROPOSAL

Scroll back to the top of this page and launch the proposal by clicking the blue triangle.

!Do not edit past this point until after the proposal is launched!
Section II - Proposal Details [Post-Launch]

Completion of every field in this section is required before the Originator approves the proposal. Incomplete proposals are returned to the Originator.

[2.1] Description

Please use the text box below to describe the revision. In other words, "What are you changing?"

Description

We are phasing out the following six SEM-T programs. These programs will be replaced by the new Master of Arts in Teaching (M.A.T.) in Special Education.

- Master of Arts in Special Education with Elementary Certification - Cognitive Impairment (SMCE-SEM-T)
- Master of Arts in Special Education with Elementary Certification - Emotional Impairment (SMEE-SEM-T)
- Master of Arts in Special Education with Elementary Certification - Physical & Other Health Impairment (SMPE-SEM-T)
- Master of Arts in Special Education with Secondary Certification - Cognitive Impairment (SMCS-SEM-T)
- Master of Arts in Special Education with Secondary Certification - Emotional Impairment (SMES-SEM-T)
- Master of Arts in Special Education with Secondary Certification - Physical & Other Health Impairment (SMPS-SEM-T)

[2.2] Proposal Rationale

Please use the text box below to provide a detailed rationale for this proposal (4 to 8 sentences). In other words, "Why are you proposing this change"

Proposal Rationale

Current SEM-T program is a Two-Tier Program with approximately 140 to 150 credits:
• The SEM-T Program is used as a post-bac program with a second-tier MA path.
• This is an endorsement program with roughly over 125-credits for the graduate students. There are no teaching certification program requiring these many credits.
• The second-tier MA program requires another 18 to 30 credits with too many unnecessary research courses, which is not good fit for a teacher preparation program that designed to enrich knowledge and skills in teaching.
• Previously, the second-tier MA program was needed because the EMU SEM-T program consisted of mostly undergraduate courses. However, to follow EMU's new rule of requiring all graduate students to register for graduate level courses, all teaching endorsement courses have graduate level course numbers, which can be used for both the initial endorsement and master's degrees.

**MA degree exit requirement:** Internship and student teaching meets the EMU master's degree exit requirement, so there is no need for research or a seminar for the degree exit requirement.

The new M.A.T. program is a combined Post-Bac endorsement program and Master of Arts program with significantly reduced credit hours. Upon approval of the new M.A.T. program, the current SEM-T program will be phased out.

[2.3] Impact

*Please use this subsection to determine the potential impact this proposal will have on existing curriculum, both internal and external to the home department.*

**Will this proposal impact existing curriculum?**

- Yes
- No

If yes, please list the impacted program(s)

[2.4] Associated Proposals

*Please use the text box below to list associated proposals. Course and/or program*
proposals submitted simultaneously with this proposal.

<table>
<thead>
<tr>
<th>Associated Course or Program Proposal(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Education [MAT] (New Program Proposal)</td>
</tr>
</tbody>
</table>

***Approve Proposal***

If the proposal is ready to move on to the next step of the process, scroll back to the top of this page and locate the decisions icon on the right side of the page (blue circle w/ white checkmark).
Select “approve” and “make my decision.”

Course & Program Development Office

This section is reserved for the Course and Program Development Office, please do not edit.

Proposal Review Checklist
- Reviewed impact on existing or proposed curriculum
- Reviewed Section II Content
- Reviewed Input Process

CPD Office Notes
Signatures for Special Education with Certification (SEM-T) [M.A.] Phase-out

<table>
<thead>
<tr>
<th>Role</th>
<th>Status</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Head</td>
<td>Approved</td>
<td>David Winters</td>
<td>11/07/2018</td>
</tr>
<tr>
<td>College Dean</td>
<td>Approved</td>
<td>Micheal Sayler</td>
<td>12/12/2018</td>
</tr>
<tr>
<td>Provost's Office</td>
<td>Approved</td>
<td>Michael Tew</td>
<td>04/04/2019</td>
</tr>
</tbody>
</table>
Special Education with Certification (SEM-T) [M.A.] Phase-out

Status: active
Hierarchy Entities: Special Education & Communication Sciences and Disorders
Approval Process Name: Special Request
Current Step: Catalog Implementation
Originator: Myung-Sook Koh
Created: 09/27/2018 09:10AM
Launched: 09/27/2018 09:44AM
Form: ***Instructions for Originator***

Section I - Proposal Information [Pre-Launch]

Proposal Title: Special Education with Certification (SEM-T) [M.A.] Phase-out
Department: Special Education
College: ED - Education
Do any of the following have purview over these courses? Instruction or Curriculum Committee (Dept. Wide), Dept./School Faculty
Program, Section, or Area Committee
Faculty Vote Count: Yes - 7, No - 0, Abstain - 1
***Instructions for Originator***

Section II - Proposal Details [Post-Launch]

We are phasing out the following six SEM-T programs. These programs will be replaced by the new Master of Arts in Teaching (M.A.T.) in Special Education.

- Master of Arts in Special Education with Elementary Certification - Cognitive Impairment (MCE-SEM-T)
- Master of Arts in Special Education with Elementary Certification - Emotional Impairment (MEE-SEM-T)
- Master of Arts in Special Education with Elementary Certification - Physical & Other Health Impairment (MPOH-SEM-T)
- Master of Arts in Special Education with Secondary Certification - Cognitive Impairment (MSCS-SEM-T)
- Master of Arts in Special Education with Secondary Certification - Emotional Impairment (MSEE-SEM-T)
- Master of Arts in Special Education with Secondary Certification - Physical & Other Health Impairment (MSPOH-SEM-T)

Current SEM-T program is a Two-Tier Program with approximately 140 to 150 credits:

- The SEM-T Program is used as a post-bac program with a second-tier MA path.
- This is an endorsement program with roughly 125 credits for the graduate students. There are no teaching certification programs requiring these many credits.
- The second-tier MA program requires another 18 to 30 credits with too many unnecessary research courses, which is not good fit for a teacher preparation program that designed to enrich knowledge and skills teaching.
- Previously, the second-tier MA program was needed because the EMU SEM-T program consisted of mostly undergraduate courses. However, to follow EMU's new rule of requiring all graduate students to register for graduate level courses, all teaching endorsement courses have graduate level course numbers, which can be used for both the initial endorsement and master's degrees.

MA degree exit requirement: Internship and student teaching meets the EMU master's degree exit requirement, so there is no need for research or a seminar for the degree exit requirement.

The new M.A.T. program is a combined Post-Bac endorsement program and Master of Arts program with significantly reduced credit hours. Upon approval of the new M.A.T. program, the current SEM-T program will be phased out.

Will this proposal impact existing curriculum? No
If yes, please list the impacted program(s)
Associated Course or Program Proposal(s): Special Education (MAT) (New Program Proposal)

***Approve Proposal***

Course & Program Development Office
Proposal Review Checklist: Reviewed impact on existing or proposed curriculum, Reviewed Section II Content, Reviewed Input Process

Proposal Review Checklist

<table>
<thead>
<tr>
<th>Step</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Originator</td>
<td>Myung-Sook Koh 0</td>
</tr>
<tr>
<td>Proposal Review (Post-Originator)</td>
<td>Evan Finley 0</td>
</tr>
<tr>
<td>Instruction/Curriculum Committee</td>
<td>Jennifer Daedlerio 0</td>
</tr>
<tr>
<td></td>
<td>Myung-Sook Koh 0</td>
</tr>
<tr>
<td></td>
<td>Loreena Perks 0</td>
</tr>
<tr>
<td>Department/School Faculty</td>
<td>Sally Burton-Hoyte 0</td>
</tr>
<tr>
<td></td>
<td>Steven Cannon 0</td>
</tr>
<tr>
<td></td>
<td>Willie Coples Jr 0</td>
</tr>
<tr>
<td></td>
<td>Jennifer Daedlerio 0</td>
</tr>
<tr>
<td></td>
<td>Janet Fisher 0</td>
</tr>
<tr>
<td></td>
<td>Derrick Fries 0</td>
</tr>
<tr>
<td></td>
<td>Sarah Ginsberg 0</td>
</tr>
<tr>
<td></td>
<td>Carole Gorenflo 0</td>
</tr>
<tr>
<td></td>
<td>Ana Claudie Harten 0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Stage</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edits</td>
<td>Decision</td>
</tr>
<tr>
<td>3</td>
<td>approve</td>
</tr>
<tr>
<td>3</td>
<td>approve</td>
</tr>
<tr>
<td>1</td>
<td>approve</td>
</tr>
<tr>
<td>0</td>
<td>approve</td>
</tr>
<tr>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Name</td>
<td>Vote</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Ronald Hoodin</td>
<td>0</td>
</tr>
<tr>
<td>Rhonda Kraal</td>
<td>0</td>
</tr>
<tr>
<td>Lidia Lee</td>
<td>0</td>
</tr>
<tr>
<td>Tsai-Ping Li</td>
<td>0</td>
</tr>
<tr>
<td>Jacquelyn McGinnis</td>
<td>0</td>
</tr>
<tr>
<td>Myung-Sook Koh</td>
<td>0</td>
</tr>
<tr>
<td>Ann Orr</td>
<td>0</td>
</tr>
<tr>
<td>John Palladino</td>
<td>0</td>
</tr>
<tr>
<td>Kathryn Parker</td>
<td>0</td>
</tr>
<tr>
<td>Lorena Parks</td>
<td>0</td>
</tr>
<tr>
<td>Audrey Bernard</td>
<td>0</td>
</tr>
<tr>
<td>Wanda Kent</td>
<td>0</td>
</tr>
<tr>
<td>Naomi Hashimoto</td>
<td>0</td>
</tr>
<tr>
<td>Philip Smith</td>
<td>0</td>
</tr>
<tr>
<td>Evan Finley</td>
<td>0</td>
</tr>
</tbody>
</table>

**Department/School Faculty**

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sally Burton-Hoyte</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Steven Cannon</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Willie Cupples Jr</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Jennifer Deablerio</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Janet Fisher</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Derrick Fries</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Sarah Ginsberg</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Carole Gorenflo</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ana Claudia Harten</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ronald Hoodin</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Rhonda Kraal</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Lidia Lee</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Tsai-Ping Li</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Jacquelyn McGinnis</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Myung-Sook Koh</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ann Orr</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>John Palladino</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Kathryn Parker</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Lorena Parks</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Audrey Bernard</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Wanda Kent</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Naomi Hashimoto</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Philip Smith</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Evan Finley</td>
<td>0</td>
<td>None</td>
</tr>
</tbody>
</table>

**Department/School Faculty**

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sally Burton-Hoyte</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Steven Cannon</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Willie Cupples Jr</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Jennifer Deablerio</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Janet Fisher</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Derrick Fries</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Sarah Ginsberg</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Carole Gorenflo</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ana Claudia Harten</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ronald Hoodin</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Rhonda Kraal</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Lidia Lee</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Tsai-Ping Li</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Jacquelyn McGinnis</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Myung-Sook Koh</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ann Orr</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>John Palladino</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Kathryn Parker</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Lorena Parks</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Audrey Bernard</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Wanda Kent</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Naomi Hashimoto</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Philip Smith</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>David Winters</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Evan Finley</td>
<td>0</td>
<td>None</td>
</tr>
</tbody>
</table>

**Department/School Faculty**

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sally Burton-Hoyte</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Steven Cannon</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Willie Cupples Jr</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Jennifer Deablerio</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Janet Fisher</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Derrick Fries</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Sarah Ginsberg</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Carole Gorenflo</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ana Claudia Harten</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ronald Hoodin</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Rhonda Kraal</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Lidia Lee</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Tsai-Ping Li</td>
<td>0</td>
<td>None</td>
</tr>
</tbody>
</table>

**Department/School Faculty**

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sally Burton-Hoyte</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Steven Cannon</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Willie Cupples Jr</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Jennifer Deablerio</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Janet Fisher</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Derrick Fries</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Sarah Ginsberg</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Carole Gorenflo</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ana Claudia Harten</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Ronald Hoodin</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Rhonda Kraal</td>
<td>0</td>
<td>None</td>
</tr>
<tr>
<td>Lidia Lee</td>
<td>0</td>
<td>None</td>
</tr>
</tbody>
</table>
Lidia Lee 0 0 None
Tael-Ping Li 0 0 None
Jacquelyn McGlinnis 0 0 None
Nyung-Sook Koh 0 0 None
Ann Orr 0 0 None
John Palladino 0 0 None
Kathlyn Parker 0 0 None
Loreena Parks 0 0 None
Audrey Bernard 0 0 None
Wanda Kent 0 0 None
Naomi Hashimoto 0 0 None
Philip Smith 0 0 None
David Winters 0 1 Approve 11/07/2018 10:35AM
Department Head [Signature Step]
David Winters 0 0 Approve 11/07/2018 10:35AM
Proposal Review & Routing
- Dean’s Office [ED]
Even Finley 0 0 None
Jeffrey O’Donohue 0 0 None
Michael Sayler 0 0 None
Evans Finley 0 0 None
Faculty Council & Advanced Programs Committee [ED]
Jennifer Desiderio 0 0 None
Nyung-Sook Koh 0 1 Approve 12/05/2018 03:50PM
Perry Francis 0 0 None
Sally Burton-Hoyte 0 0 None
Philip Smith 0 0 None
Michael McVay 0 0 None
Paul Ramsey 0 0 None
Theresa Saunders 0 0 None
Stephen Wellinski 0 0 None
Perry Francis 0 0 Approve 12/05/2018 03:50PM
Michael McVay 0 0 None
Stephen Wellinski 0 0 None
Lidia Lee 0 0 None
Martha Belyee 0 0 None
Toni Jones 0 0 None
Carmen McCauley 0 0 None
Patricia Boudreaux 0 0 None
John Palladino 0 0 None
Jacquelyn McGlinnis 0 0 None
College Dean [Signature Step]
Michael Sayler 0 0 Approve 12/12/2018 02:36PM
Proposal Review [Post-College]
Evans Finley 0 0 Approve 03/26/2019 12:23PM
Course and Program Development Office
Evans Finley 0 0 Approve 12/12/2018 03:11PM
Provost’s Office [Signature Step]
Michael Yew 0 0 Approve 03/10/2019 12:24PM
Catalog Implementation
Evans Finley 0 0 None

<table>
<thead>
<tr>
<th>Comments</th>
<th>Author</th>
<th>Date</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>I approve this proposal with the understanding that it will be fully approved only upon the approval of the proposed M.A.T. program that is making its way through the input system. The M.A.T. program has been designed to replace the current SEM-T program, and this proposal should make that transition more smooth.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Digital Architecture 11/05/2018 06:32AM David Winters was added to the Faculty [STED] role.
Digital Architecture 11/05/2018 06:32AM System Administrator Evan Finley has restarted the Department/School Faculty step as a result of participants being added to or removed from the step.
Digital Architecture 11/07/2018 10:35AM David Winters has approved this proposal in Department/School Faculty.
Digital Architecture 11/07/2018 10:35AM David Winters has approved this proposal in Department Head [Signature Step].
Digital Architecture 11/08/2018 12:19PM Evan Finley has requested to route.
Digital Architecture 11/08/2018 12:20PM System Administrator Evan Finley has routed this proposal.
Digital Architecture 11/08/2018 12:20PM Evan Finley has force approved this proposal.
Digital Architecture 11/12/2018 07:24AM Jacquelyn McGinnis was added to the Advanced Programs Committee [ED] role.
Digital Architecture 12/04/2018 11:41AM Martha Buiyee has approved this proposal in Faculty Council & Advanced Programs Committee [ED].
Digital Architecture 12/04/2018 01:33PM Udia Lee has approved this proposal on behalf of Advanced Programs Committee [ED]. See COC Council Memo 12/05/2018 for more information.
Digital Architecture 12/05/2018 03:50PM Perry Francis has approved this proposal on behalf of Executive Council [ED]/Faculty Council [ED]. See COC Council Meeting 12/05/2018 for more information.
Digital Architecture 12/05/2018 03:50PM Perry Francis has approved this proposal on behalf of Executive Council [ED]/Faculty Council [ED]. See COC Council Meeting 12/05/2018 for more information.
Digital Architecture 12/12/2018 02:36PM Michael Sayer has approved this proposal as College Dean [Signature Step].
Digital Architecture 12/13/2018 07:57AM Evan Finley has requested a hold on this proposal.
Digital Architecture 12/13/2018 07:59AM System Administrator Evan Finley has placed this proposal on hold.
Digital Architecture 03/26/2019 12:23PM System Administrator Evan Finley has removed the hold from this proposal.
Digital Architecture 03/26/2019 12:23PM Evan Finley has approved this proposal in Proposal Review (Post-College).
Digital Architecture 03/26/2019 12:24PM Evan Finley has approved this proposal on Course and Program Development Office.
Digital Architecture 04/04/2019 12:21PM Michael Tew has approved this proposal on Provost's Office [Signature Step].