

General Information

Before starting on this form, work with the Office of the Provost to determine if a single FIF will be acceptable for a new major and one or more sequences, or new sequences for an existing major, or if individual FIFs are required. If it is determined that one FIF for all is appropriate, provide a brief justification.

Contact person

Rocio Rivadeneyra

Department(s)

Psychology

College/School

ARTSC - College of Arts and Sciences

Type

Certificate

Title, type (major, sequence, minor, certificate) and associated degree type(s) if applicable. Use the exact title used on the curriculum proposal.

Certificate in People and Organizational Management

Undergraduate or Graduate?

Undergraduate

Description of the new major (sequence), minor, certificate

For many years, the College of Arts and Sciences has offered informal certificates for Career Enhancement Competencies (CEC). CECs are groups of courses from a variety of departments in the College of Arts and Sciences which in combination provide knowledge, skills, and background appropriate for certain broadly defined careers. Our most popular CEC has been the one for Human Resources. We are changing its name to People and Organizational Management and streamlining the courses required from 21 to 15 credit hours.

Enrollment - 1st Year. If this form is being submitted for multiple programs provide one response if it pertains to all, or provide clearly labeled individual responses.

Provide the following for the 1st Year: Fall headcount; Annual full-time equivalent students (fiscal year); Annual number of graduates from the major (sequence), minor or certificate.

50

Associated notes (i.e. students will be in cohorts; all students will be part-time)

Currently we have an average of 43 student per year earn the Human Resources CEC. We expect growth now that it will be an official certificate with fewer classes required.

Enrollment - 3rd Year If this form is being submitted for multiple programs provide one response if it pertains to all, or provide clearly labeled individual responses.

Provide the following for the 3rd Year: Fall headcount; Annual full-time equivalent students (fiscal year); Annual number of graduates from the major (sequence), minor or certificate.

150

Associated notes (i.e. students will be in cohorts; all students will be part-time)

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Enrollment - 5th Year If this form is being submitted for multiple programs provide one response if it pertains to all, or provide clearly labeled individual responses.

Provide the following for the 5th Year: Fall headcount; Annual full-time equivalent students (fiscal year); Annual number of graduates from the major (sequence), minor or certificate.

200

Associated notes (i.e. students will be in cohorts; all students will be part-time)

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Budget Rationale - document the department's capacity to implement and sustain the proposed major (sequence), minor, certificate

Is the unit's current operating budget (contractual, commodities, equipment, etc..) adequate to support the program when fully implemented? Provide explanation and source of any new funds being provided.

This CEC has not cost anything in operating and we do not expect it to do so going forward.

What impact will the new program have on faculty assignments in the department? Will current faculty be adequate to provide instruction for the new program?

This certificate has existed informally since at least 2013. We do not expect the move to a formal certificate to put any additional need on existing courses and therefore will have no impact on faculty assignments.

Will additional faculty need to be hired, either for the proposed program or for courses faculty of the new program would otherwise have taught? If yes, please indicate whether new faculty members will be full-time or part-time faculty, tenure track or non-tenure track faculty.

No new faculty need to be hired for this certificate as courses needed are already in the books and have had students pursuing the certificate informally.

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

Current staff is adequate

Are the unit's current facilities adequate to support the program when fully implemented? Will there need to be facility renovation or new construction to house the program? (For a new degree program describe in detail the facilities and equipment available to maintain high quality in this program including buildings, classrooms, office space, laboratories, equipment and other instructional technologies for the program).

Current facilities are adequate

Are library resources adequate to support the program when fully implemented? Please elaborate.

Library resources are adequate as certificate already exists informally.

Are there any additional costs not addressed above?

There are no new costs expected for the implementation of the certificate.

Are any sources of funding temporary (e.g., grant funding)? If so, how will the program be sustained once these funds are exhausted?

N/A

If this is a graduate program, discuss the intended use of graduate assistantships and where the funding for assistantships would come from.

N/A

Estimated Costs - 1st, 3rd, and 5th Year

Operating (including but not limited to contractual, commodities, equipment, etc.). Identify for 1st, 3rd and 5th year

0

Personnel - Faculty FTE. Identify for 1st, 3rd and 5th year.

0

Faculty \$. Identify for 1st, 3rd and 5th year.

0

Other personnel costs (all staff, excluding faculty) \$. Identify for 1st, 3rd and 5th year.

0

Facilities (including but not limited to rental, maintenance, etc.) \$. Identify for 1st, 3rd and 5th year.

0

Other costs (itemized). Identify for 1st, 3rd and 5th year.

0

Estimated Total 1st Year Other Costs in \$

0

Estimated Total 3rd Year Other Costs in \$

0

Estimated Total 5th Year Other Costs in \$

0

Add any additional documentation if needed.

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