

TO: 2021-22 Chair of Senate Executive Committee
FROM: Sarah S. LeBlanc, Chair, Curriculum Review Subcommittee (20-21)
DATE: April 15, 2021
SUBJECT: Organizational Leadership Concentration

The Curriculum Review Subcommittee supports the proposal from the Organizational Leadership Department for their request of concentrations. We find that the proposal requires no Senate review.

Approving

Not Approving

Absent

Jaiyanth Daniel
Behin Elahi
Laurel Campbell
Shannon Johnson
Carol Lawton
Sarah LeBlanc
Haowen Luo

Teresa Hogg
Sierra Miller

Terri Swim, exofficio (non-voting member)

Undergraduate Academic Program Memo

Date: 2/3/21

From: Curriculum Committee, Department of Organizational Leadership

To: Dr. Carl N. Drummond, Vice Chancellor for Academic Affairs

Re: Current Organizational Leadership Concentrations for Formalization

Brief description of the program:

Department of Organizational Leadership proposes to formalize existing concentrations, including (1) Training and Development, (2) Human Resources Management, (3) Environmental Health and Safety, (4) Health Services, (5) Hotel, Restaurant, Tourism Management, (6) Service Industry, (7) Legal Studies, (8) Physical Therapy, (9) Pre-Med, and (10) custom concentration. All concentrations have been offered more than five years and the average more than 18 years.

Brief rationale for program request:

Formalization of the existing concentrations of OL-BS degree is important to resolve Course Plan of Study issues to better serve students. For example, formalization will allow more clear display of concentration courses in Blueprint, allow concentration to be noted in student transcript, and facilitate financial aid process for students.

CIP Code:

g. Jomms schmitt *2/3/21*

Department Chair Signature

Date

Manoochehr Zoghi
DocuSigned by: 0E4F5E547C7E4A3...

2/12/2021

School Dean Signature

Date

Vice Chancellor for Academic Affairs Signature

Date

Current OL Concentrations for Formalization

Background:

As part of the process to facilitate the use of the OL degree program for all Purdue Fort Wayne students, it has been suggested that we formalize our career concentrations. The form we were given to use asks for new concentrations, however none of these concentrations are new. We are instead presenting the entire set of career concentrations.

1. All OL degree students must have a career focus to their studies when they enter the department. This is accomplished by:
 - a. Declaring Intention to complete a minor from a PFW academic unit.
 - b. Declaring Intention to complete one of nine career concentrations from the OL department.
 - c. Requesting a custom concentration of 18 credit hours to be approved by the OL Curriculum Committee. This request outlines each course and how the student believes these will enhance their career objectives. None of these 18 credit hours can be used in any other area of the student's baccalaureate program.
 - d. Have already completed an Associate degree from an accredited higher education institution.
2. While some classes and concentrations have been renamed (updated) by their departments or the OL Curriculum Committee, all but one concentration has been used for over 15 years.
3. At least every other year each course is checked by the OL Curriculum Committee for availability and prerequisites. December 2020 analysis is attached.

Proposal and Rationale:

This is to request to formalize the nine existing OL concentrations, including:

- Training and development
- Human resources management
- Environmental health and safety
- Health services
- Hotel, restaurant, tourism management
- Service industry
- Legal studies
- Physical therapy
- Pre-med

Attached materials include the spreadsheet of the December 2020 confirmation of course availability for each concentration and Degree Cover Sheet and Request for New Major or Concentration Form for each concentration. The administration suggests Request for New

Concentration Form should be used in our case of formalizing concentrations; however, all of the proposed concentrations have been in existence and none is newer than eight years.

No new courses, library resources or concentrations are anticipated or requested at this time.

We request that the entire list of nine concentrations (attached) and the custom concentration be accepted for Formalization by the ETCS Curriculum Committee for the Fall 2021 semester.

Request for a New Major or Concentration

I. Name of proposed major, or concentration

Proposed existing concentrations to be formalized:

- (1) Training and Development,
- (2) Human Resources Management
- (3) Environmental Health and Safety
- (4) Health Services
- (5) Hotel, Restaurant, Tourism Management
- (6) Service Industry
- (7) Legal Studies
- (8) Physical Therapy
- (9) Pre-Med
- (10) Custom concentration

II. Title of degree to be conferred

BS in Organizational Leadership

III. Field of study, department, and college involved

Department of Organizational Leadership, ETCS.

IV. Objectives of the proposed major or concentration

The portfolio of concentrations aims to prepare students for their career focus. All concentrations have been offered more than five years and the average more than 18 years. Formalization of these existing concentrations is much needed to resolve Course Plan of Study issues to better serve students. For example, formalization will allow more clear display of concentration courses in Blueprint, allow concentration to be noted in student transcript, and facilitate financial aid process for students.

V. Proposed Date of Initiation

August 2021

VI. Describe the relationship of the proposed major or concentration to the mission of the campus or the department

The portfolio of concentrations is an important part of the OL undergraduate curriculum and is much needed by OL students. The proposed concentrations significantly contribute to Purdue Fort Wayne's strategic plan, promote student learning and success, and enhance the marketability of the university, ETCS, and OL department. The concentrations contribute to the mission of the Organizational Leadership Department in engaging students with the world of work, preparing students for supervisory roles in their fields, and fostering student leadership development.

VII. Describe any relationship to existing programs within the campus

The proposed concentrations are collaborative with other departments on campus. With the exception of Human Resource Management concentration whose courses are entirely offered by OL department, all other concentrations rely on courses offered by other departments on campus.

VIII. Describe any cooperative endeavors explored and/or intended with other institutions or organizations

The OL department's advisory board includes leaders of regional and national industries. The advisory board provides inputs for the proposed concentrations so that the curricula of concentrations are up to date in preparing students for career development.

IX. Describe the need for the major or concentration

All concentrations have been offered more than five years and the average more than 18 years. The OL-BS degree requires students to have a career focus and the concentrations allow them to better prepare for their career. Formalization of the existing concentrations of OL-BS degree is important to resolve Course Plan of Study issues so as to better serve students. For example, formalization will allow more clear display of concentration courses in Blueprint, allow concentration to be noted in student transcript, and facilitate financial aid process for students.

X. Describe the resources required over and above current levels to implement the proposed major or concentration*

Required resources are the same as the currently level to implement the proposed concentration. No additional resource is needed at this time.

XI. A Liaison Library Memo

Please see attached Liaison Library Memo.

XII. Proposed curriculum

Please see attached table for proposed curriculum for the concentrations.

*The library resource questionnaire available at: <http://www.ipfw.edu/offices/oa/programs/programs.html>

Liaison Librarian Memo

Date: 1/29/2021
From: Sarah Wagner, Information Services and Instruction Librarian
To: Dr. Carl N. Drummond, Vice Chancellor for Academic Affairs
Re: Organizational Leadership Concentrations

Describe availability of library resources to support proposed new program:

The proposed concentrations for Organizational Leadership are based on existing courses within the OL program as well as other program offerings. The primary databases, journals, and books likely to be used by students and faculty involved in this program are either owned or subscribed to by the library at this time, but any fiscal reductions will strain the library's ability to acquire any additional resources to support these concentrations and may cause a reduction in the availability of electronic resources.

Comments:

The Organizational Leadership concentrations involve courses not just within the OL program, but also include math, science, hospitality, public policy, political science, psychology, communication, and others. The library is committed to maintaining basic coverage in these areas. If the program concentrations cause significant growth in enrollment, it is possible the library would need to request additional funding to meet the demand for electronic and physical materials.

Sarah Wagner *1-29-2021*
Liaison Librarian Signature *Date*

ORGANIZATIONAL LEADERSHIP CONCENTRATION OPTIONS FOR BACHELOR OF SCIENCE DEGREE

OL OFFICE # FOR ADVISING: 260-481-6420

NEFF HALL, ROOM 288

TRAINING AND DEVELOPMENT - 12 Cr. Hr. - Choose 4 from the following:

Course/#	Title	Offered	Cr. Hr.
PSY 41600, OR PSY 31400	Cognitive Psychology-P; PSY 12000, 20100 & 20300 Introduction to Learning-P; PSY 12000	F & SP. All 3 sem.	3 3
COM 31400, OR COM 32300	Advanced Public Speaking-P; COM 11400 Business and Professional Speaking	Varies F & SP.	3 3
COM 30300, OR PSY 24000	Intercultural Communication-P; COM 11400 Social Psychology-P; PSY 12000	F & SP. All 3 sem.	3 3
OLS 46800	Personnel Law-P; OLS 26800 & OLS 37600	Varies	3

6 Cr. Hr. - Choose 2 from the following:

OLS 32400	Advance Word Processing, Desktop Publishing, Presentation Graphics-P; OLS 28000	Varies	3
OLS 33100	Occupational Safety & Health-P; OLS 25200	Varies	3
OLS 34200	Interviewing Strategies in Organizations-P; OLS 25200 and COM 11400	SP. & SS	3
OLS 37000	Managing Job Stress & Health-P; OLS 25200	Varies	3
OLS 32600	Advanced Spreadsheet-P; OLS 28000	Varies	3
OLS 32900	Advanced Database Mgmt.-P; OLS 28000	Varies	3
OLS 47700	Conflict Management-P; OLS 37600	Varies	3

HUMAN RESOURCES MANAGEMENT - 15 Cr. Hr.

OLS 34200	Interviewing Strategies in Organizations-P; OLS 25200 and COM 11400	SP. & SS	3
OLS 46800	Personnel Law-P; OLS 26800 & OLS 37600	Varies	3
OLS 47600	Compensation Plan./Mgmt.-P; OLS 37600	F	3
OLS 47700	Conflict Management-P; OLS 37600	Varies	3
OLS 47900	Staffing Organizations-P; OLS 37600	SP.	3

Choose 1 from the following:

OLS 32600	Advanced Spreadsheet-P; OLS 28000	Varies	3
OLS 33100	Occupational Safety & Health-P; OLS 25200	Varies	3
OLS 35000	Creativity and Innovation for Business & Industry	Varies	3

ENVIRONMENTAL HEALTH AND SAFETY- 12 Cr. Hr.

Course/#	Title	Offered	Cr. Hr.
CHM 11100	Gen. Chemistry - P; MA 12401	F & SP.	3
OLS 33100	Occupational Safety & Health-P; OLS 25200	Varies	3
OLS 36100	Occupational Safety and Health Mgmt.-P; OLS 33100	Varies	3
IET 25700	Ergonomics	Varies	3

6 Cr. Hr. - Choose 2 from the following:

CM 12400	Arch. Engr. Constr.-P; ARET 12300 & ARET 16700	Spring	3
CM 16700	Construction Systems and Materials	Spring	3
CM 28100	Environmental Equipment and Buildings-P; ARET 12400	Fall	3
COM 32300	Business & Professional Speaking	F & SP.	3
ENGL 23401	Tech Report Writing-P; ENGL 13100 or 14000	All 3 sem	3
MATH 15400	Algebra and Trigonometry II-P; MA 15300	F & SP.	3
PHYS 21800	General Physics-P; MA 15300	Fall	4

HEALTH SERVICES - 9 Cr. Hr. from the following:

PPOL 32000	Health Systems Administration	Spring	3
PPOL 32200	Principles of Epidemiology - P; MA 15300 or MA 14000	Fall	3
PHIL 11100, OR PHIL 31200	Ethics Medical Ethics	All 3 Sem. All 3 Sem.	3 3

9 Cr. Hr. - Choose 3 from the following:

ANTH 44500	Medical Anthropology	Fall	3
SOC 31401	Social Aspects of Health/Medicine-P; ENGL 23301 or SOC 16101	F & SP.	3
HSRV 10000	Introduction to Human Services	All 3 sem.	3
BIOL 20300	Human Anatomy	F & SP.	4
GERN 23100	Introduction to Gerontology	F & SP.	3

LEGAL STUDIES - OLS 26800 prerequisite for this Concentration - 18 Cr. Hr.			
6 Hours of Required Classes:			
PHIL 11100	Ethics		All 3 Sem. 3
AND;			
Choose 1 from the following:			
COM 32500	Interviewing Principles and Practice-P: COM 11400		Varies 3
COM 37500	Conflict and Negotiation		Varies 3
OLS 34200	Interviewing Strategies-P: OLS 25200 & COM 11400		SP. & SS 3
OLS 47700	Negotiation and Conflict Resolution; P: OLS 37600 and Jr./Sr. standing		Varies 3
POL 40101	Family Law/State Public Policy (variable course/#)		F only 3
12 Cr. Hr. - Choose 4 from the following:			
PHIL 12000	Critical Thinking		All 3 Sem. 3
OLS 33100	Occupational Safety & Health-P: OLS 25200		Varies 3
OLS 36100	Safety Department Supervision-P: OLS 33100		Varies 3
OLS 37800	Labor/Management Relations-P: OLS 37600		Varies 3
OLS 39900	Legal Issues in Modern Society		Fall 3
OLS 46800	Personnel Law-P: OLS 26800 & OLS 37600 Jr./Sr. standing		Spring 3
POL 10300	Introduction to American Politics		All 3 Sem. 3
POL 30401	Constitutional Law-P: POL 10300		Varies 3
POL 30501	Constitutional Rights & Liberties-P: POL 10300		Varies 3
POL 32001	Judicial Politics		Varies 3
POL 32800	Women and the Law		Varies 3
PPOL 10100	American Criminal Justice System		F & SP. 3
PPOL 30100	Substantive Criminal Law-P: PPOL 10100		F & SP. 3
PPOL 30600	The Criminal Courts-P: PPOL 10100		F & SP. 3
PPOL 37601	Law and Public Policy		F & SP. 3
COM 35200	Mass Communication Law		Varies 3
6 Cr. Hr. - Choose 2 from the following:			
OLS 37000	Managing Job Stress & Health-P: OLS 25200		Varies 3
OLS 37800	Labor/Management Relations		Varies 3
OLS 39900	Modern Legal Issues		Varies 3
HOTEL, RESTAURANT, TOURISM MANAGEMENT - 18 Cr. Hr.			
HTM 10000	Introduction to the Hospitality and Tourism Industry		F & SP. 3
HTM 18100	Lodging Management-P: HTM 10000		Spring 3
HTM 21400	Introduction to Foods Selection & Prep		F & SP. 3
HTM 23100	Hospitality and Tourism Marketing-P: HTM 18100 & HTM 21400		Fall 3
HTM 37100	Introduction to Tourism-P: HTM 18100 & HTM 21400		Fall 3
HTM 22400, OR HTM 32400	Destination Mgmt./Convention Mgmt.-P: HTM 10000, 18100, and 21400 Distribution Management-P: HTM 18100		Fall 3 Fall 3
SERVICE INDUSTRY - 12 Cr. Hr.			
OLS 32000	Customer Service and Commitment-P: OLS 25200 & OLS 27400		Fall 3
COM 21200	Interpersonal Communication		F & SP. 3
BUS 10001	Principles of Business Administration		All 3 Sem. 3
OLS 34200	Interviewing Strategies in Organizations-P: OLS 25200 & COM 11400		SP. & SS 3
6 Cr. Hr. - Choose 2 from the following:			
OLS 35000	Applied Creativity for Business and Industry		Varies 3
OLS 35100	Innovation and Entrepreneurship-P: OLS 26800 & OLS 37600		Varies 3
OLS 48400	Leadership Strategies for Quality and Productivity		Varies 3
PHIL 12000	Critical Thinking		All 3 Sem. 3
PHIL 11100	Ethics		All 3 Sem. 3
OLS 32400	Advanced Word Processing, Desktop Publishing, Presentation Graphics-P: OLS 28000		Varies 3
OLS 32600	Advanced Spreadsheet-P: OLS 28000		Varies 3
OLS 46800	Personnel Law-P: OLS 26800		Varies 3
COM 32000	Small Group Communication-P: COM 11400		Spring 3

PHYSICAL THERAPY - 19 Cr. Hr. + Courses used elsewhere in program		
PSY 12000	Elementary Psychology (Gen. Ed. 5)	All 3 sem. 3
PSY 36900	Development Across the Lifespan	All 3 sem. 3
STAT 30100, OR	Elementary Statistical Methods I (Tech Support)	All 3 sem. 3
PSY 20100	Introduction to Statistics in Psychology	F & SP 3
CHM 11500*	General Chemistry (Gen. Ed. 4)	All 3 sem. 4
CHM 11600*	General Chemistry (Gen. Ed. A or B)	All 3 sem. 4
BIOL 20300	Human Anatomy and Physiology	All 3 sem. 4
BIOL 20400	Human Anatomy and Physiology (continued)	All 3 sem. 4
PHYS 22000	General Physics- P: MA 15300	F & SS1 4
PHYS 22100	General Physics- P: MA 15300	Sp. & SS2 4
*A student completing the DPT prerequisites will need to take MA 22900 in order to get into the chemistry classes; therefore, MA 15300 should be taken because it is a prerequisite class for MA 22900.		
PRE-MED - 24 Cr. Hr. + Courses used elsewhere in program		
BIOL 11700	Principals of Ecology and Evolution	F & SS1 4
BIOL 11900	Principals of Structure and Function	Sp. & SS2 4
CHM 11500	General Chemistry (Gen. Ed.)	All 3 sem. 4
CHM 11600	General Chemistry	All 3 sem. 4
CHM 25500	Organic Chemistry; CHM 254 lab req. w/this course	Fall 3 + 1
CHM 25600	Organic Chemistry; CHM 258 lab req. w/this course	Spring 3 + 1
PHYS 22000	General Physics- P: MA 15300 (Gen. Ed.)	F & SS1 4
PHYS 22100	General Physics- P: MA 15300	Sp. & SS2 4
If you would like to focus your degree in an area that is not listed above, you may design your own concentration. You would need to review it with your advisor, and then submit it for Curriculum Assessment committee review and approval.		
You may also select a minor offered by another department to fill concentration requirements. Just ask your advisor for more information.		
Updated 12/18/2020 - revisions made with new course codes 4/6/2018		