## DISCONTINUATION OF COURSE/PROGRAM FORM

**ACADEMIC AREA:** HEALTH PROFESSIONS

**PROGRAM:** AS HUMAN SERVICES - Certification

**PROPOSEd by**: sTACEY c. bROWN, dIRECTOR OF hUMAN sERVICES pROGRAM

**PRESENTER:** sTACEY c. bROWN, dIRECTOR OF hUMAN sERVICES pROGRAM and Dean Mary Myers

**SUBMISSION DATE:** 1/13/2012

### SECTION I

**PLEASE SELECT ONE OF THE FOLLOWING:** PROGRAM DISCONTINUATION

### SECTION iI (COMPLETE FOR *PROGRAM* DISCONTINUATION)

**ENTER PROGRAM NAME:** AS HUMAN SERVICES- Addictions Certificate

**EXPLAIN THE NATURE OF THE ACTION:**

The Addictions Certificate in Human Services is a 39 credit program as defined by the state frameworks. The certificate that was passed at the March 25, 2011 curriculum committee meeting is only six credits. The certificate as it stands currently does not meet the proper requirements.

**IF THIS PROGRAM DISCONTINUATION WILL REQUIRE DISCONTINUING COURSES, PLEASE COMPLETE SECTION III.**

### SECTION iiI (COMPLETE FOR *COURSE* DISCONTINUATION)

**WILL THIS course discontinuation HAVE AN IMPACT ON OTHER COURSES, PROGRAMS OR DEPARTMENTS?** NO

**eXPLAIN (include the programs, departments and/or courses this change will affect):**

There is no impact on students or programs because the certificate program was not slated to begin until fall, 2012.

**IF YES, HAVE YOU DISCUSSED THIS PROPOSAL WITH ANYONE (FROM OTHER DEPARTMENTS AND/OR PROGRAMS) REGARDING THE IMPACT? WERE ANY AGREEMENTS MADE?**

**ENTER COURSES TO BE DISCONTINUED:**

|  |  |
| --- | --- |
| COURSE PREFIX AND NUMBER | COURSE TITLE |
|  |  |
|  |  |
|  |  |

### SECTION IV

**PROVIDE JUSTIFICATION FOR CURRICULUM ACTION (OTHER EXPLANATORY INFORMATION):**

The Human Services AS degrees are being redesigned according to the current state frameworks. The AS degree in HUS, Addictions, is currently under review. The AS degree in HUS, Generalist, will be presented next academic year.

**NOTE:**

CHANGES FOR THE UPCOMING FALL TERM MUST BE SUBMITTED AND APPROVED NO LATER THAN THE FEBRUARY CURRICULUM COMMITTEE MEETING PRIOR TO THE START OF THE NEXT ACADEMIC YEAR. CHANGES DURING MID-SCHOOL YEAR ARE NOT ALLOWED. EXTREME CIRCUMSTANCES WILL REQUIRE APPROVAL FROM THE DISTRICT DEAN OF INSTRUCTION AS WELL AS THE VICE PRESIDENT OF ACADEMIC AFFAIRS TO BEGIN IN THE SPRING TERM. THE PROPOSED CHANGES MUST BE PRESENTED AND APPROVED BY THE SEPTEMBER CURRICULUM COMMITTEE PRIOR TO THE SPRING SEMESTER.

**TERM IN WHICH PROPOSED ACTION WILL TAKE PLACE:**

FALL 2012 TYPE IN TERM IF “EXCEPTION” AND OBTAIN BOTH SIGNATURES BELOW OR TYPE “NA”

**oRDER OF APPROVAL FOR EXCEPTIONS IS AS FOLLOWS:**

SIGNATURE #1 NEEDED FOR EFFECTIVE TERM EXCEPTION:



SIGNATURE #2 NEEDED FOR EFFECTIVE TERM EXCEPTION:



**FACULTY ENDORSEMENTS:**PLEASE SEPARATE FACULTY MEMBERS WITH A COMMA (,)



**DEPARTMENT CHAIR / PROGRAM COORDINATOR ENDORSEMENT:**

 1/12/2012

**ASSOCIATE / ACADEMIC DEAN ENDORSEMENT:**

 11/9/2011

**DEANS’ COUNCIL Review – verified by:**

 1/18/2012

**CURRICULUM COMMITTEE MEETING DATE:**



AFTER REVIEWING AND SIGNING THIS PROPOSAL, THE DISTRICT DEAN WILL RETURN THE PROPOSAL TO THE DEPARTMENT CHAIR OR PROGRAM COORDINATOR WILL SUBMIT THE PROPOSAL TO THE VPAA OFFICE. THE DEPARTMENT CHAIR/PROGRAM COORDINATOR WILL SEND THIS PROPOSAL ALONG WITH ANY OTHER PROPOSALS FROM HIS/HER DEPARTMENT BEING SUBMITTED FOR REVIEW BY THE CURRICULUM COMMITTEE TO THE STUDENT ASSESSMENT COMMITTEE FOR REVIEW. ONCE APPROVED BY THE STUDENT ASSESSMENT COMMITTEE, SUBMIT THE PROPOSAL(S) TO DROPBOX BY THE MEETING DUE DATE. FOR MORE DETAILS, PLEASE REFER TO THE CURRICULUM COMMITTEE MANUAL: www.edison.edu/facultystaff/curriculum.php