

**PROGRAM COMPONENT (Group B) OR NON-SUBSTANTIVE MINOR REQUEST FORM**  
**Short Form**

**Instructions:** Please use one form for each request/action. Clearly mark all changes using Track Change or strikethroughs for deletions and underlines for additions. Following the approval of the appropriate college curriculum committee, a single representative for the college will e-mail the completed form to the Office of the Provost and Executive Vice President, [provost@uidaho.edu](mailto:provost@uidaho.edu) for approval and then submission to the Academic Publications Editor in the Registrar's Office for review by the University Curriculum Committee (UCC).

**Deadline:** This form must be submitted to the Office of the Provost and Executive Vice President by December 15<sup>th</sup> for inclusion in the next available General Catalog and to be available for scheduling beginning with the next summer session.

**When applicable a Curriculum Change Form and Course Approval Forms must accompany the short form when submitted to [provost@uidaho.edu](mailto:provost@uidaho.edu)**

**Submission Information**

This section must be completed

College:	Agricultural and Life Sciences		
Department/Unit:	Agricultural and Extension Education		
Dept/Unit Approval Date:	August 18, 2017	Vote Record:	Aye = 5, No = 0
College Approval Date:	9/26/17	Vote Record:	unanimous
CIP code (Consult Institutional Research):	01.0802 Agricultural Communication/Journalism		
Primary Point of Contact (Name and Email):	James Connors, Department Head	<a href="mailto:jconnors@uidaho.edu">jconnors@uidaho.edu</a>	
Briefly describe the change you are requesting:	Create a Minor in Agricultural Communications and Leadership		

**Rationale and Overview of Program Component Request or Name Change**

This section must be completed

Provide the rationale and overview of this request. Include an explanation of how the department will manage the added workload for a new program component; describe whether the program component curriculum and admissions requirements remain the same; describe the rationale for a name change or degree designation change if applicable.

The department of Agricultural & Extension Education currently offers a degree in Agricultural Sciences, Communications and Leadership, but does not have a minor in the same. We would like to offer this for students who are interested in a minor rather than the B.S. The additional workload will be minimal as the minor will encompass current courses or courses that are being developed for the major. We feel that this minor will be attractive to students in CALS majors outside the department who desire to enhance their leadership and communications skills for future employment.

**Name or Degree Change Only Requests**

Leave blank if not making a name and/or degree change only request

This section to be completed **ONLY** for changes to the name of: degree, major, minor, option, emphasis, certificate, teaching endorsement. If there are accompanying curriculum or course changes, complete the next section and attach the curriculum and/or course forms. **\*\*Note:** a substantive change to a program degree, major, or program component may require a program proposal form.

Current Name:	
New Name:	
Current Degree:	

New Degree:	
Other Details:	
Effective Date:	

### Program Component Request

Leave blank if not adding, discontinuing, or modifying a program component. Program components consist of option, emphasis, minor, academic certificate less than 30 credits, or teaching endorsement

Clearly mark all changes to existing program components by using Track Change or strikethroughs for deletions and underlines for additions. A curriculum change form and/or course approval forms associated with this request are required to be submitted with this short form.

Create New:	<input checked="" type="checkbox"/>	Modify:	<input type="checkbox"/>	Discontinue:	<input type="checkbox"/>	Implementation Date:	Fall 2018	
Graduate Level:	<input type="checkbox"/>	Undergraduate Level:	<input checked="" type="checkbox"/>	Law Level:	<input type="checkbox"/>	Credit Requirement:	20 cr.	
Are new courses being created:	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/>	If yes, how many courses will be created:				3

If the request is for an option or emphasis enter the associated major and degree:

Major:		Degree:	
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Enter the name of the program component in the appropriate row:

Option:	
Emphasis:	
Minor:	Agricultural Communications and Leadership
Academic Certificate less than 30 credits:	
Teaching Endorsement (Major/Minor):	

### Learning Outcomes and Assessment Information

This section must be completed if program component request section is completed

1.	List the intended learning outcomes for the program component, using learner centered statements that indicate what will students know, be able to do, and value or appreciate as a result of completing the program:
<p><b>Learn &amp; Integrate</b></p> <ul style="list-style-type: none"> <li>Students will understand and apply appropriate communication skills as they apply to agriculture</li> <li>Students will value and demonstrate leadership in agricultural organizations/groups/businesses.</li> </ul> <p><b>Think &amp; Create</b></p> <ul style="list-style-type: none"> <li>Students will apply leadership and communications principles in a variety of settings</li> <li>Students will improve as problem-solving leaders</li> </ul> <p><b>Communicate</b></p> <ul style="list-style-type: none"> <li>Students will effectively communicate and work in groups</li> <li>Students will improve their written and verbal communication skills</li> </ul> <p><b>Clarify Purpose &amp; perspective</b></p> <ul style="list-style-type: none"> <li>Students will understand the importance of leadership in agricultural contexts</li> <li>Students will develop as leaders and utilize their skills as leaders</li> </ul> <p><b>Practice citizenship</b></p> <ul style="list-style-type: none"> <li>Students will understand the importance of ethical leadership in agricultural organizations/groups/businesses.</li> <li>Students will understand the importance of communications in agricultural organizations/groups/businesses.</li> </ul>	

2.	Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program component:
<p>The Learning outcomes will be assessed using the following.</p> <ul style="list-style-type: none"> <li>• Class projects and assignments</li> <li>• Student involvement in leadership/ communications outside the classroom</li> <li>• Exit Interviews</li> <li>• Follow-up studies</li> </ul>	
3.	How will you ensure that the assessment findings will be used to improve the program?
<p>Our department is committed to utilizing the results of assessment for program improvement. We continually assess and improve the programs in our department- so the addition of the minor would not adjust how we utilize assessment data for program improvement</p>	
4.	What direct and indirect measures will be used to assess student learning?
<p>Students will be assessed through a variety of methods including, but not limited to; papers/essays, projects, classroom activities, exams, oral presentations and participation.</p>	
5.	When will assessment activities occur and at what frequency?
<p>The program will be assessed annually.</p>	

**Financial Impact**

This section must be completed if program component request section is completed

Greater than \$250,000 per FY:	Less than \$250,000 per FY:	x	
Brief Description of financial impact:	There will be minimal additional financial impact as most of these courses are used in the existing B.S. program.		

**Distance Education Availability**

This section must be completed if program component request section is completed

To comply with the requirements of the Idaho State Board of Education (SBOE) and the Northwest Commission on Colleges and Universities (NWCCU) the University of Idaho must declare whether 50% or more of the curricular requirements of a program may be completed via distance education. **If the program component is to be offered via distance education, additional or different formwork may be required.** Contact [provost@uidaho.edu](mailto:provost@uidaho.edu) for assistance.

The U.S. Department of Education defines distance education as follows:

*Distance education means education that uses one or more of the technologies listed below to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, either synchronously or asynchronously. The technologies may include--*

- (1) *The internet;*
- (2) *One-way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices;*
- (3) *Audio conferencing; or*
- (4) *Video cassettes, DVDs, and CD-ROMs, if the cassettes, DVDs, or CD-ROMs are used in a course in conjunction with any of the technologies listed in paragraphs (1) through (3).*

Can 50% or more of the curricular requirements of this program component be completed via distance education?	Yes*	x	No	
*If Yes, can 100% of the curricular requirements of this program component be completed via distance education?	Yes		No	x

### Geographical Area Availability

This section must be completed if program component request section is completed

Identify the geographical area(s) this program component can be completed in:

Moscow	x		
Coeur d'Alene			
Boise*			
Idaho Falls*			
Other**		Location(s):	

\*Note: Programs offered in regions 3, 4, and/or 5 may require additional formwork from the State Board of Education. Contact the Office of the Provost and Executive Vice President for additional information.

\*\*Note: If Other is selected identify the specific area(s) this program component will be offered.

### Agricultural Communications and Leadership Minor

Ag Ed 251	Principles of Agricultural Science, Comm., and Leadership	3 cr
Ag Ed 252	Developing Collegiate and Community Organizations	3 cr
Ag Ed 301	Undergraduate Research	1-3, max 3
Ag Ed 350	Leadership Event Coordination	1 cr
Ag Ed 450	Developing Leaders	3 cr
Ag Ed 451	Communicating in Agriculture	3 cr
Ag Ed 406	Exploring International Agriculture	3 cr
Ag Ed 407	Global Agricultural Life Science Systems	3 cr max
Ag Ed 498	Internship	5 cr max

**Courses to total 20 credits for this minor**