

**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 either (1) Track Change or (2) strikethroughs for deletions and underlines for additions. Yellow indicates a required field. Green are fields that are optional depending on the change you are requesting. Following the appropriate department and college approvals the **department chair** will e-mail the completed form to [provost@uidaho.edu](mailto:provost@uidaho.edu).

**Deadline:** This form must be submitted by **October 1** 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. Incomplete forms will be returned.**

**Submission Information**

Dept Chair Name:	Christopher Williams	Email:	<a href="mailto:chrisw@uidaho.edu">chrisw@uidaho.edu</a>
Department/Unit:	Statistical Science		
College:	Science		
Dept/Unit Curriculum Committee Approval Date:	08/30/2018	Vote Record:	unanimous 12-0
Dept Chair Signature of Approval	Chris Williams		
College Curriculum Committee Approval Date:	09/27/2018	Vote Record:	Unanimous (7-0)
Dean Signature of Approval	Ginger Carney		
Primary Point of Contact:	Mark Nielsen	Email:	<a href="mailto:markn@uidaho.edu">markn@uidaho.edu</a>
Briefly describe the change you are requesting:	The Statistical Science Department would like to discontinue the Process and Performance Academic Certificate. There have been no students in this option for several years and there doesn't seem to be a demand for the certificate.		

**What is the financial impact of the requested change?**

Greater than \$250,000 per FY:	<input checked="" type="checkbox"/>	Less than \$250,000 per FY:	<input type="checkbox"/>	<b>**Note: If financial impact is greater than \$250,000, you must complete a Program Proposal form.</b>
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Describe the financial impact: There will be no financial impact as no courses will stop being offered as the courses used for this degree are used for other graduate degrees.

**Rationale for Program Component Request or Name Change**

Explain the change you are requesting, and provide a rationale for 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.

There have been no students in this option for several years and there doesn't seem to be a demand for the certificate.

**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.

Current Name:	
New Name:	
Current Degree:	
New Degree:	
Other Details:	
Effective Date:	

Please indicate if any course or curriculum changes are occurring as a result of this name or degree change request:  Yes  No

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.**

Please indicate whether 25% or more of the program learning outcomes are changing:  Yes  No

**\*\*Note: If you answered YES to this question, complete the table below:**

	List Old Learning Outcomes	New Learning Outcome, if changed (if no change, write N/A and move to next outcome)	New Direct Measure (list student work product and explain how it will be evaluated)	Have you updated the assessment cycle to include this change? (yes/no)
SLO#1				
SLO#2				
SLO#3				
SLO#4				
SLO#5				

### 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 either (1) Track Change or (2) 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.

<input type="checkbox"/>	Create New	<input checked="" type="checkbox"/>	Discontinue	Implementation Date:				
<input type="checkbox"/>	Graduate Level	<input type="checkbox"/>	Undergraduate Level	<input type="checkbox"/>	Law Level	Credit Requirement:		
Are new courses being created: (circle your response)				No	Yes	If yes, how many courses will be created:		

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

Major:	Statistics	CIP Code:		Degree:	Academic Certificate
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Enter the name of the program component in the appropriate row:

Option:	
Emphasis:	
Minor:	
Academic Certificate less than 30 credits:	<a href="#">Process and Performance Excellence Graduate Academic Certificate (16 credits as listed in current [2018-19] catalog)</a>
Teaching Endorsement (Major/Minor):	

Provide a summary/description of the program component using 50 words or less:

There have been no students in this option for several years and there doesn't seem to be a demand for the certificate.
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**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. Use learner centered statements that indicate what will students know, be able to do, and value or appreciate as a result of completing the program:
2. Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program component:
3. How will you ensure that the assessment findings will be used to improve the program?
4. What direct and indirect measures will be used to assess student learning?
5. When will assessment activities occur and at what frequency?

**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*	<input type="checkbox"/>	No	<input type="checkbox"/>
*If Yes, can 100% of the curricular requirements of this program component be completed via distance education?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

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

\*Note: Programs offered in locations other than Moscow 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.