# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC)PROPOSAL FORM

## Cover page scroll over blue text to see further important [instructions](#instructions): [if not working select “COMMents on rollover” in your Word preferences under view] please read these.

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| --- | --- | --- |
| A.1. [Course or program](#Proposal) | **Certificate of Undergraduate Studies (CUS) in Workplace Diversity** |  |
| [Replacing](#Ifapplicable)  |  |
| A. 1b. Academic unit | **Professional Studies & Continuing Education** |  |
| A.2. [Proposal type](#type) | **Program: Creation**  |  |
| A.3. [Originator](#Originator) | Holly L. Shadoian, Vice Provost for Undergraduate Affairs | Academic Affairs |  |
| A.4. [Context and Rationale](#Rationale) Note: Must include additional information in smart tip for all [new programs](#type) | The new Bachelor of Professional Studies (BPS) degree, approved by UCC in April 2021, was designed to include a certificate (CUS) embedded within each concentration’s requirements. The purpose was to give students a stackable credential around the midpoint of their program. This was strategic to encourage retention and completion of the degree. The existing Nonprofit Studies certificate (CUS) was embedded into the requirements for the Social Services concentration, which launched in spring 2022. The concentration in Organizational Leadership will be launched this fall with its first cohort group. Because there is no existing CUS that is relevant for this concentration, we are proposing a new CUS in Workplace Diversity made up of 16 credits of required courses in the Organizational Leadership concentration. This was designed in collaboration with the Dean of the School of Business (who serves as the BPS degree liaison for the Organizational Leadership concentration) and the Chair of the Management and Marketing department.Because the Nonprofit Studies Certificate in the Social Services concentration is already available to any RIC undergraduate degree student regardless of major, the new CUS in Workplace Diversity should also be available to students outside the BPS program. This may have particular appeal to management majors in the general management concentration. They would need just two additional courses outside their major requirements to complete the CUS in Workplace Diversity. Students in the Human Resource Management concentration would need a total of 3 courses.A CUS in Workplace Diversity will also be attractive for internship and employment opportunities. We have asked Financial Aid to review any potential for financial aid eligibility for the new CUS.  |
| A.5. [Student impact](#student_impact)Must include to explain why this change is being made? | Having a CUS in place for the start of the BPS Organizational Leadership concentration in the fall will have a positive student impact (as well as for current management majors who can be informed about the new certificate).  |
| A.6.a. [Impact on other programs](#impact)  | Other than potential increased enrollment in COMM 333 and SOC 208 and the two MGT courses, there is no impact on other programs. |
| A.6.b. Will this impact [transfer agreements](file:///C%3A%5CUsers%5Chshadoian%5CDownloads%5CCheck%20relevant%20JAAs%2C%202%2B2s%2C%20and%20if%20a%20course%20you%20are%20revising%20or%20deleting%20is%20one%20with%20a%20transfer%20agreement)? Explain how and list what needs to be updated. | There are no transfer agreements for the BPS since it is an adult degree completion program (no 2+2 or JAA options will exist). |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): None |  |
| [*Library*:](#library) None |  |
| [*Technology*](#technology)None |  |
| [*Facilities*](#facilities): None |  |
| A.8. [Semester effective](#Semester_effective) | **Fall 2022** | A.9. [Rationale if sooner than next Fall](#Semester_effective) |  |
| A.10. INSTRUCTIONS FOR CATALOG COPY: Use the Word copy versions of the catalog sections found on the UCC Forms and Information page. Cut and paste into a single file **ALL the relevant pages from the college catalog that need to be changed.** Use tracked changes feature to show how the catalog will be revised as you type in the revisions. If totally new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all changes is preferred. Send catalog copy as a separate single Word file along with this form. |
| A.11. List here (with the relevant urls), any RIC website pages that will need to be updated (**to which your department does not have access**) if this proposal is approved, with an explanation as to what needs to be revised: |

### C. [Program Proposals](#program_proposals)

|  | New/revised |
| --- | --- |
| C.1. [Enrollments](#enrollments) Must be completed. | Initial enrollment in the fall of 2022 is expected to be 1-2 cohort groups for the BPS in Organizational Leadership (estimating 12-25 students beginning in fall 2022) with at least one new cohort of 12 in spring 2023. It is difficult to project the number of current management majors who will take advantage of this opportunity. All current majors will be informed about the opportunity as well as deans and chairs of the departments offering any of the CUS courses. |
| C.2. [Admission requirements](#admissions) | Students admitted to the BPS in Organizational Leadership are automatically admitted to the CUS because it includes courses required in their concentration.Students outside the BPS program will need a minimum of 45 earned credits to complete the certificate (two courses have prerequisites of earned credits: 45 credits for MGT 201W and 60 credits (or permission of the instructor for COMM 333). |
| C.3. [Retention requirements](#retention) | A 2.0 cumulative GPA will be required in the designated certificate courses. |
| C.4. [Course requirements](#course_reqs) for each program option. Show the course requirements for the whole program here. | COMM 333 Intercultural Communication MGT 201 Foundations of Management MGT 306 Management of a Diverse Workforce SOC 208 The Sociology of Race & Ethnicity |
| C.5. [Credit count](#credit_count) for each program option | 16 |
| C.6. Program Accreditation (if relevant) | **None** |
| C.7. Other changes if any | **None** |
| C.8. [Program goals](file:///C%3A%5CUsers%5Csabbotson%5CDocuments%5CCurriculum%5CProgram%20goals)Needed for all new programs | * To fulfill the approved design and requirements for a BPS concentration which includes completion of an embedded certificate
* To enhance student opportunities in the workforce
* To support and promote retention in the program and progress towards degree completion
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## D. Signatures

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. THESE may include multiple departments, e.g., for joint/interdisciplinary proposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Alema Karim | Interim Dean of the School of Business and BPS Degree Liaison for Organizational Leadership | *Alema Karim* | 3/3/2022 |
| Constance Milbourne | Chair of Management & Marketing | \*approved by email | 3/3/2022 |
| Jenifer Giroux  | Associate Vice President, Professional Studies & Continuing Education | Text, letter  Description automatically generated | 3/9/22 |
| Earl Simson  | Dean of the Faculty of Arts & Sciences | Earl Simson | 03/09/2022 |
| Giselle Auger  | Chair, Communication | \*approved by email | 3/14/2022 |
| Mikaila Arthur  | Chair, Sociology | \*approved by email | 3/2/2022 |