REQUEST TO COLLEGE CURRICULUM COMMITTEE FOR CURRICULAR IMPROVEMENTS

DEPARTMENT: History  PROPOSED EFFECTIVE SEMESTER: Fall 2019  COLLEGE: A&S  @9

RECD 4/23/18

PROPOSED IMPROVEMENTS

Academic Program
- New degree*
- New major*
- New curriculum*
- New concentration*
- New certificate
- New minor
- Revised major
- Revised minor
- Admission requirements
- Graduation requirements
- Deletion □ Transfer
- Other (explain**)

Substantive Course Changes
- New course
- Pre or Co-requisites
- Deletion (required by others)
- Course #, different level
- Enrollment restriction
- Course-level restriction
- Prefix □ Title and description
- General education (select one)
- Not Applicable
- Other (explain**)

Misc. Course Changes
- Title
- Description (attach current & proposed)
- Deletion (not required by others)
- Course #, same level
- Variable credit
- Credit/no credit
- Cross-listing
- COGE reapproval
- Other (explain**)

** Other: Accelerated Graduate Degree Program (MA) in History

Title of degree, curriculum, major, minor, concentration, or certificate: Accelerated Graduate Degree Program in History

Existing course prefix and #:  Proposed course prefix and #:  Credit hours:

Existing course title:

Proposed course title:

Existing course prerequisite & co-requisite(s):

Proposed course prerequisite(s):
  If there are multiple prerequisites, connect with “and” or “or”. To remove prerequisites, enter “none.”

Proposed course co-requisite(s):
  If there are multiple corequisites, they are always joined by “and.”

Proposed course prerequisite(s) that can also be taken concurrently:

Is there a minimum grade for the prerequisites or corequisites?
  The default grades are D for undergraduates and C for graduates.

Major/minor or classification restrictions:
  List the Banner 4 character codes and whether they should be included or excluded.

For 5000 level prerequisites & corequisites: Do these apply to: (circle one) undergraduates graduates both

Specifications for University Schedule of Classes:
  a. Course title (maximum of 30 spaces):
  b. Multi-topic course: □ No □ Yes
  c. Repeatable for credit: □ No □ Yes
  d. Mandatory credit/no credit: □ No □ Yes
  e. Type of class and contact hours per week (check type and indicate hours as appropriate)
    1. □ Lecture
    2. □ Lab or discussion
    3. □ Lecture/lab/discussion
    4. □ Seminar or □ studio
    5. □ Independent study
    6. □ Supervision or practicum

CIP Code (Registrar’s use only): □

Chair/Director: □

Chair, College Curriculum Committee: □

Dean: □

Curriculum Manager: □

Graduate Dean: □

Forward to: □

Chair, COGE/PEB / FS President: □

FOR PROPOSALS REQUIRING GSC/USC REVIEW:

* □ Approved □ Disapproved, Chair, GSC/USC □

* □ Approved □ Disapproved, Provost □

Revised May 2007. All previous forms are obsolete and should not be used. □
1. Explain briefly and clearly the proposed improvement.

The department of History is creating a new program, the Accelerated Graduate Degree Program (AGDP), that will apply to both the MA degree in History and the MA degree in Public History. Through the AGDP the department will identify capable and ambitious undergraduate WMU History majors and encourage them to take advantage of the opportunity to earn the MA degree to achieve their career goals.

2. Rationale. Give your reason(s) for the proposed improvement. (If your proposal includes prerequisites, justify those, too.)

The AGDP will benefit select eligible students by allowing them to count 5000- and 6000-level courses taken during their senior year toward both the undergraduate degree and the MA degree (once accepted into the program). This will allow them to complete the MA degree in less time and with less expense, and will prepare them to enter the job market or to continue graduate study earlier than would otherwise be possible.

The AGDP will benefit the department and the institution by creating a greater incentive to pursue a graduate credential at WMU, thereby increasing the size of our graduate program and keeping our best students enrolled at WMU. The existence of the AGDP may also prove to be an incentive that will bring more undergraduates into our major, since they can look toward the completion of the MA degree after completing their undergraduate work.

3. Effect on other colleges, departments or programs. If consultation with others is required, attach evidence of consultation and support. If objections have been raised, document the resolution. Demonstrate that the program you propose is not a duplication of an existing one.

None. The MA in History and the MA in Public History are administered entirely within the department of History. There may be some slight benefit to other units, since History MA students often take a small number of classes from outside the department of History.

4. Effect on your department's programs. Show how the proposed change fits with other departmental offerings.

The AGDP will have a positive effect on the department’s programs by modestly increasing the number of graduate students enrolling in our graduate classes. We currently offer seven or eight 5000- and 6000-level courses per academic year; the department can enroll AGDP students with senior status in existing offerings and can easily add graduate courses to accommodate a greater number of students should that become necessary.

5. Effects on enrolled students: Are program conflicts avoided? Will your proposal make it easier or harder for students to meet graduation requirements? Can students complete the program in a reasonable time? Show that you have considered scheduling needs and demands on students' time. If a required course will be offered during summer only, provide a rationale.

The AGDP will not create any program conflicts or graduation delays. In fact, the program should result in undergraduate students staying on track for the timely completion of their degrees, while actually decreasing the time to degree for MA students admitted through the AGDP. As noted above, the AGDP may result in, at most, an additional one or two graduate classes being offered each year, which can be easily accommodated.

6. Student or external market demand. What is your anticipated student audience? What evidence of student or market demand or need exists? What is the estimated enrollment? What other factors make your proposal beneficial to students?

Over the years, the department of History has regularly admitted our undergraduate majors into our graduate programs, demonstrating that student demand for graduate education is ongoing. The AGDP will likely increase students' interest in pursuing the MA degree, since they would be able to complete that degree in less time and with less expense. Some of our most capable undergraduate students currently choose to pursue graduate degrees at other institutions; the AGDP should increase those students' incentive to remain at WMU.

7. Effects on resources. Explain how your proposal would affect department and University resources, including faculty, equipment, space, technology, and library holdings. If proposing a new program, include a letter and/or email of support from the university library affirming that the library resource issues have been reviewed. Tell how you will staff additions to the program. If more advising will be needed, how will you provide for it? How often will course(s) be offered? What will be the initial one-time costs and the ongoing base-funding costs for the proposed program? (Attach additional pages, as necessary.)
No additional resources are needed. The department currently has a Director of Undergraduate Advising and a Director of Graduate Studies. These individuals (and colleagues who might occupy those positions in the future) consult regularly and will work in concert to identify prospective undergraduates for the program and facilitate their applications and course scheduling.

8. General education criteria. For a general education course, indicate how this course will meet the criteria for the area or proficiency. (See the General Education Policy for descriptions of each area and proficiency and the criteria. Attach additional pages as necessary. Attach a syllabus if (a) proposing a new course, (b) requesting certification for baccalaureate-level writing, or (c) requesting reapproval of an existing course.)

Not applicable.

9. List the learning outcomes for the proposed course or the revised or proposed major, minor, or concentration. These are the outcomes that the department will use for future assessments of the course or program.

The learning outcomes for the AGDP are essentially the same as those for the BA and MA degrees. Students will advance their knowledge of disciplinary skills and content in preparation for the job market or further graduate study. Assessment will be conducted in the same manner as it is for other undergraduate and graduate students or programs in History.

10. Describe how this curriculum change is a response to assessment outcomes that are part of a departmental or college assessment plan or informal assessment activities.

The department has identified goals of modestly increasing the size of our graduate program and shortening students’ time to degree. The AGDP should move us toward both of those goals.

11. (Undergraduate proposals only) Describe, in detail, how this curriculum change affects transfer articulation for Michigan community colleges. For course changes, include detail on necessary changes to transfer articulation from Michigan community college courses. For new majors or minors, describe transfer guidelines to be developed with Michigan community colleges. For revisions to majors or minors, describe necessary revisions to Michigan community college guidelines. Department chairs should seek assistance from college advising directors or from the admissions office in completing this section.

Not applicable.

12. Please offer both “Current Catalog Language” and “Proposed Catalog Language” if there is to be a change in the catalog description for a given course and/or program. For the “current” language, please copy and paste relevant language from the most current catalog and for the “proposed” language, please share the exact proposed new catalog language. As possible, bold or otherwise note the key changes in the new proposed catalog language.

Current:
There is no current catalog language since this is a proposal for a new program.

Proposed:

Master of Arts in History
Master of Arts in Public History

The Accelerated Graduate Degree Program (AGDP) in History allows students to begin accumulating credits towards completion of a master’s (M.A.) degree while still enrolled as undergraduates. Undergraduate students admitted to the AGDP, with senior standing, may take up to 12 credit hours of designated 5000- and 6000-level courses for graduate credit. These designated courses may be used in completion of both the bachelor’s degree and the M.A. degree.

Tuition
Students will pay undergraduate tuition for AGDP eligible 5000- and 6000-level courses as undergraduates and the courses will be included in the flat tuition rate. On completion of the undergraduate degree, the student will be re-classified as a graduate student and then will pay graduate tuition rates.
Eligibility for application
This program is open to undergraduate students majoring in History or Public History. A student must have senior status and must have earned a minimum of 30 credit hours at Western Michigan University and declared a History major. Undergraduate students enrolled in the AGDP will be expected to meet graduate expectations in their graduate courses. Students who have already received their baccalaureate degrees are ineligible to apply for this program and retroactively claim credits toward the M.A. degree.

Admission procedure
1. As early as possible in the academic junior year, the potential AGDP student should contact the History director of undergraduate advising to discuss the AGDP option and review the requirements, timelines, and application procedures.
2. Students must apply for admission to the graduate program with the Office of Admissions/graduate admissions and must submit the application materials specified in the following section on admission criteria (AGDP requires fewer materials than are required for the regular graduate admissions process).
3. Upon acceptance into the AGDP, the student must meet together with the director of graduate studies and an undergraduate academic advisor to prepare an appropriate program of study that meets the requirements for the undergraduate and graduate degrees.
4. A letter advising which graduate courses will be counted in both degrees will be sent to the student and to the registrar. A copy of this letter will also be included in the student’s graduate file.

Admission criteria
The student must meet the following AGDP admission criteria by the end of the Spring semester of the student’s academic junior year:
- Senior status (at least 88 credit hours total, with at least 30 earned at WMU)
- A minimum undergraduate GPA of 3.0 and minimum 3.5 in History (based on 30 credit hours earned at WMU and at least 20 credit hours in a declared major in History).
The student must also submit the following materials to the History Director of Graduate Studies by April 1 of the Spring semester of the student’s academic junior year:
- Two letters of recommendation from members of the WMU department of History, at least one of which must indicate willingness to serve as the student’s Supervising Professor
- A brief statement of career objectives, academic and professional interests, and reasons for pursuing the M.A. degree
- A writing sample that demonstrates the student’s ability to work with historical sources, think analytically, and develop historical arguments

Requirements for continuing eligibility and graduation
1. It is expected that the baccalaureate degree will be awarded within one calendar year after initial AGDP enrollment. Students not meeting this time constraint must re-apply to be admitted to the graduate program.
2. In order to progress automatically into the graduate program, the student must achieve a grade of “B” or better in each of the graduate courses being counted for the undergraduate degree. Students who do not meet this requirement will have the earned grade applied to their undergraduate degree only and must apply for readmission into the graduate program. Students who complete the undergraduate degree including a “B” or above in the specified graduate courses will be admitted as graduate students (with the relevant graduate credit) in the next semester or session after receiving the bachelor’s degree.
3. Once the student has been admitted to the graduate program, the student will be assigned a supervising professor, who will then be responsible for directing the student’s program of study. M.A. degrees in History require either 30 or 33 credit hours of course work, depending on the student’s program.

Consideration for graduate funding
The predominant form of funding for History MA students comes through graduate assistantship (GA) appointments awarded by the department and administered through the Graduate College. In most cases History M.A. students with GA appointments serve as Teaching Assistants for undergraduate classes taught by History faculty members.

Students accepted for the AGDP do not automatically receive graduate funding. Those who wish to be considered for funding for the graduate program should submit the following materials to the History Director of Graduate Studies by January 15 of the student's academic senior year.

- Letter requesting funding and indicating the student’s career objectives and academic and professional interests
- Official GRE scores
- At least two letters of recommendation from History faculty members, at least one of whom taught the student in a 5000- or 6000-level History course during the Fall semester of the student’s academic senior year
- A writing sample from a 5000- or 6000-level History course taken during the Fall semester of the student’s academic senior year

Withdrawal
A student may at any time withdraw from the AGDP by informing the director of graduate studies in the Department of History in writing. A copy of the request to withdraw must be sent to the Graduate College and the Registrar’s Office.

Designated AGDP eligible History courses:

HIST 5000: Topics in History
HIST 5150: Topics in Public History
HIST 5245: Topics in American History
HIST 5405: Topics in Ancient History
HIST 5495: Topics in European History
HIST 5500: Topics in Medieval History
HIST 5501: Medieval Proseminar
HIST 5850: Topics in Asian, African, and Latin American History
HIST 5910: Topics in Historical Theory and Method
HIST 6010: Historiography
HIST 6050: Readings in American History
HIST 6090: Ethnohistory Seminar
HIST 6115: Readings in Ancient History
HIST 6120: Readings in Medieval History
HIST 6160: Readings in European History
HIST 6185: Readings in Global and Comparative History
HIST 6250: Readings in Cultural Resource Management
HIST 6440: Material Culture
HIST 6730: Research Seminar in History
HIST 6750: Research Seminar in American History
HIST 6815: Research Seminar in Ancient History
HIST 6820: Research Seminar in Medieval History
HIST 6860: Research Seminar in European History
HIST 6880: Research Seminar in Global and Comparative History