

Current Chair: Brian Morgan

### Request for Undergraduate Addition, Deletion, or Change of an Area of Emphasis

1. Prepare one paper copy and obtain signatures from the Department Chair/Head, Librarian, and College Dean. 2. Submit the form to your College Curriculum Committee. 3. After attaining the signature of the College Curriculum Chair, send the paper copy to Bernice Bullock in the Faculty Senate office. 4. Send an identical (sans signatures) ELECTRONIC COPY and all supporting documentation in PDF format by email to bullock@marshall.edu.

College: College of Education Department/Division: Human Development & Allied Tech

Contact Person: Laura Wyant Phone: 304-696-2915

**ACTION REQUESTED:**

Check action requested:     Addition     Deletion     Change

Name of Area of Emphasis: Business Education

Within which Major is/will this Area of Emphasis be listed (please provide code as well): Adult and Technical Education

**RATIONALE:**

At the request of the West Virginia State Department of Education and in line with national trends the Department of Adult and Technical Education would like to combine the two existing teacher certification programs, Business Education and Marketing Education, into one teacher certification program, Business and Marketing Education.

**CURRICULUM:** (If addition or change, number of hours and courses; indicate if required or optional) May be submitted as separate document.

**NOTIFICATION REQUIREMENTS:**

Attach a copy of written notification regarding this curriculum request to the following:

- Statement of Non-Duplication:** If this area of emphasis will be similar in title or content to an existing area of emphasis at the university, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
- If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.
- Send a copy of this completed form to the Marshall University Catalog Editor.

**SIGNATURES:** (If disapproved at any level, do not sign. Return to previous signer.)

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| Department Chair/Division Head: <u>Laura Wyant</u> | Date: <u>2-16-09</u> |
| Librarian: <u>Christi J. Li</u>                    | Date: <u>2/19/09</u> |
| College Dean: <u>Rosalynn Anstrin Zemplin</u>      | Date: <u>2-20-09</u> |
| College Curriculum Chair: <u>David Lee Lucas</u>   | Date: <u>2-26-09</u> |
| University Curriculum Committee Chair: _____       | Date: _____          |
| Faculty Senate Chair: _____                        | Date: _____          |
| VP Academic Affairs/VP Health Science _____        | Date: _____          |