

Date Submitted: 08/22/23 6:01 pm

# Viewing: **PACEUM : Professional Agility and Career Essentials Undergraduate MicroCertificate**

Last approved: 04/12/23 11:54 am

Last edit: 01/10/24 12:54 pm

Changes proposed by: dkorth

Catalog Pages Using this Program

[Fulbright College of Arts and Sciences](#)

Submitter: User ID: [dkorth rcc003](#) Phone:

[479-575-7661](#) ~~479-575-3701~~

Program Status: Active

Academic Level: Undergraduate

Type of proposal: MicroCertificate

Select a reason for this modification

Requesting Approval to Offer an Existing Certificate or Degree Online--(LON)

Effective Catalog Year: Fall 2024

College/School Code: Fulbright College of Arts and Sciences (ARSC)

Department Code: Department of Arts and Sciences Dean (ARSD)

Program Code: PACEUM

Degree: Undergraduate MicroCertificate

CIP Code:

## In Workflow

1. ARSC Dean Initial
2. Provost Initial
3. Director of Curriculum Review and Program Assessment
4. Registrar Initial
5. Institutional Research
6. ARSD Chair
7. ARSC Curriculum Committee
8. ARSC Dean
9. Global Campus
10. Provost Review
11. Undergraduate Council
12. Faculty Senate
13. Provost Final
14. Registrar Final
15. Catalog Editor Final

## Approval Path

1. 08/23/23 9:14 am  
Christopher Liner (liner): Approved for ARSC Dean Initial
2. 08/23/23 9:32 am  
Jim Gigantino (jgiganti): Approved for Provost Initial
3. 01/09/24 2:07 pm  
Lisa Kulczak (lkulcza): Approved for Director of Curriculum Review

- and Program  
Assessment
4. 01/09/24 6:57 pm  
Gina Daugherty  
(gdaugher):  
Approved for  
Registrar Initial
  5. 01/10/24 10:29 am  
Doug Miles  
(dmiles): Approved  
for Institutional  
Research
  6. 01/10/24 10:41 am  
Nik Rowan  
(nrgreen): Approved  
for ARSD Chair
  7. 01/30/24 9:42 am  
Nik Rowan  
(nrgreen): Approved  
for ARSC Curriculum  
Committee
  8. 01/30/24 12:09 pm  
Christopher Liner  
(liner): Approved for  
ARSC Dean
  9. 01/30/24 1:15 pm  
Suzanne Kenner  
(skenner): Approved  
for Global Campus
  10. 01/30/24 3:08 pm  
Matthew Ganio  
(msganio):  
Approved for  
Provost Review
  11. 02/28/24 1:47 pm  
Lisa Kulczak  
(lkulcza): Approved  
for Undergraduate  
Council

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## History

1. Apr 12, 2023 by  
Ryan Cochran  
(rcc003)

30.9999 - Multi-/Interdisciplinary Studies, Other.

Program Title

Professional Agility and Career Essentials Undergraduate MicroCertificate

Program Delivery

Method

On Campus

Online/Web-based

Is this program interdisciplinary?

No

Does this proposal impact any courses from another College/School?

No

What are the total 9  
hours needed to  
complete the  
program?

## **On-line/Web-based Information**

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Reason for offering

Web-based Program

This is a student success initiative.

Maximum Class Size 25

for Web-based

Courses

Course delivery  
mode

<b>Method(s)</b>
<u>Online</u>

Class interaction  
mode

<b>Method(s):</b>
<u>E-mail</u>
<u>Electronic Bulletin Boards</u>
<u>Chat</u>

Percent Online

100% with No Required Campus Component

Provide a List of Services Supplied by Consortia Partners or Outsourced Organization

OER grant was awarded to development of the course material for the ePortfolio course.

Estimate Costs of the Program over the First 3 Years 5000

List Courses Taught by Adjunct Faculty

Upload Memorandum of Understanding Forms (if required)

## Program Requirements and Description

### Requirements

The goal of this microcertificate ~~microcredential~~ is to assist students in making the connection between their collegiate major and/or minors and the General Education Learning Outcomes with several future professional career paths.

### Requirements for Professional Agility and Career Essentials Undergraduate MicroCertificate ~~Microcertificate~~

The PACE Undergraduate MicroCertificate ~~Microcertificate~~ requires nine credit hours that may be used to fulfill the requirements for an undergraduate degree. The specific requirements are listed below. See an adviser for course selection.

<u>ARSC 310V</u>	<u>Course ARSC 310V Not Found</u>	<u>1-3</u>
<u>ARSC 3100V</u>	<u>Fulbright College Elective Internship</u>	<u>1-3</u>
Or an approved internship within any Fulbright College academic department		
6-8 credit hours from the following:		6-8
<u>ARSC 3013</u>	<u>Course ARSC 3013 Not Found</u>	

**ARSC 3203**

**Course ARSC 3203 Not Found**

ARSC 30103

Fulbright College Career Connections

ARSC 32003

Professional ePortfolio

Or other electives related to professional development, including an additional internship, to be approved by the director.

Total Hours

9

8-Semester Plan

N/A

Are Similar Programs available in the area?

No

Estimated Student 200

Demand for Program

Scheduled Program N/A

Review Date

Program Goals and

Objectives

**Program Goals and Objectives**

The goal of this microcredential is to assist students in making the connection between their collegiate major and/or minors and the General Education Learning Outcomes with several future professional career paths.

Learning Outcomes

**Learning Outcomes**

Students will gain internship experiences to supplement their major and/or minor.

Students will create ePortfolios and/or resumes to assist them in finding their first job and/or graduate education opportunity.

Students will create networks with employers, alumni, and faculty to assist them in their career journeys.

Description and justification of the request

<b>Description of specific change</b>	<b>Justification for this change</b>
<p>This would require developing the ARSC 3013 Fulbright Career Connections and ARSC 3203 Professional ePortfolio into online courses.</p>	<p>We would like to offer this micro certificate to a wider audience including online students as well as to campus students who want to take online courses in the summer or regular semester. This micro certificate is part of a student success</p>

Description of specific change	Justification for this change
	initiative to assist students in making the connection between their Arts and Sciences degree and their future career opportunities.

Upload attachments

Reviewer Comments

**Lisa Kulczak (lkulcza) (09/14/23 2:31 pm):** Updated User ID/phone and requested effective date.

**Lisa Kulczak (lkulcza) (09/19/23 12:51 pm):** Have the corresponding course proposals been submitted for ARCH 3013/3203 online development? ATTENTION REGISTRAR: The proposal to add online delivery to a MicroCertificate only requires on-campus approval; please adjust the workflow accordingly.

**Lisa Kulczak (lkulcza) (01/09/24 2:06 pm):** Updated courses not found due to common course numbering conversion. Global Campus confirmed all courses have been submitted for online development.

**Lisa Kulczak (lkulcza) (01/09/24 2:06 pm):** Minor edits to narrative to conform with naming convention of MicroCertificates.

**Gina Daugherty (gdaugher) (01/09/24 6:57 pm):** Updated workflow for on-campus approval.

Key: 952