

## NEW PROGRAM PROPOSAL FORM

Sponsoring Institution(s): Northwest Missouri State University

Program Title: Comprehensive Crisis Response

Degree/Certificate: Bachelor of Science

Options: Option 1: General

Option 2: Business Continuity

Option 3: Hazardous Material

Delivery Site(s): Northwest Campus

2 of the three options are offered online at UCM

CIP Classification: 430302 (Please provide a CIP code)

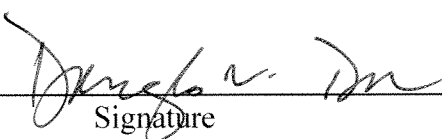
Implementation Date: Fall 2012

Cooperative Partners: University of Central Missouri

Expected Date of First Graduation: Spring 2014

### AUTHORIZATION

Douglas Dunham, Provost  
Name/Title of Institutional Officer

  
Signature

11/31/11  
Date

Gregory Haddock, Vice Provost  
Person to Contact for More Information

(660) 562-1145  
Telephone

I. Need (Form SE - Student Enrollment Projections)

Student Demand:

- i. Estimated enrollment each year for the first five years for full-time and part-time students (Please complete Form SE.)

<i>Year</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>
<i>Full-time</i>	<u>10</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>
<i>Part-time</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Total</i>	<u>10</u>	<u>15</u>	<u>20</u>	<u>25</u>	<u>30</u>

- ii. Will enrollment be capped in the future?

There are no plans to cap enrollment.

A. Market Demand:

- i. National, state, regional, or local assessment of labor need for citizens with these skills

Events in the past decade, nationally and globally, have increased the professionalization of crisis response, particularly through FEMA and the Department of Homeland Security and thereby increased the demand for people educated in the field. The Bureau of Labor Statistics expects employment to grow in emergency management by 22% by 2018, and indicates that four of the top five states in concentration of jobs in the field are in the Great Plains region. (BLS Occupational Employment Statistics, [www.bls.gov/oes/current/oes131061.htm](http://www.bls.gov/oes/current/oes131061.htm), May 2010). Local governments provide the greatest level of employment in the field. The FEMA National Preparedness Directorate provides extensive documentation of the need for professional training and provides surveys that indicate significant growth in demand in the field. A FEMA-sponsored survey of institutions by Dr. Carol Cwiak, concludes from data provided by institutions currently offering degrees that the field is currently at a "tipping" point of tremendous growth of awareness and demand for bachelors degrees in the field.

B. Societal Need:

- i. General needs which are not directly related to employment

The goals of the program include preparing citizens to serve in crisis response who might not be otherwise directly employed in the field. The degree program will assist with correlative training and development Campus-Community Emergency Response Teams as well as coordination with community emergency responders from a variety of agencies. Students and faculty working with the program will also assist regional public school districts with emergency response plans, as indicated by these same activities in conjunction with our minor degree program in Crisis Response. The FEMA National Preparedness Directorate provides extensive documentation of the need for professional training and

1. Need (Form SE - Student Enrollment Projections)

provides surveys that indicate significant. Cwiak's study for FEMA also concludes that the considerable "secondary benefits" crisis response programs include a high percentage of students who take training from higher education programs in crisis response to other professional areas in private and public sectors.

C. Methodology used to determine "B" and "C" above.

In addition to the research above, this program is based on a successful academic minor that has been in place for 5 years and has grown in enrollment.

## 2. Duplication and Collaboration: (Form CL – Collaborative Programs)

If similar programs currently exist in Missouri, what makes the proposed program necessary and/or distinct from the others at public institutions, area vocational technical schools, and private career schools?

There is a crisis major at the University of Central Missouri with courses available online. 2 of the 3 options in this program will consist of courses taken from that institution.

Does delivery of the program involve a collaborative effort with any external institution or organization?

Yes (If yes, please complete Form CL.)

*Form CL – Collaborative Programs*

**Sponsoring Institutions:**     Northwest Missouri State University  
   online coursework at University of Central  
   Missouri

**Degree program:**     BS-Comprehensive Crisis Response

**Length of agreement:**     open-ended

1. Which institution(s) will have degree-granting authority?  
Northwest Missouri State University
2. Which institution(s) will have the authority for faculty hiring, course assignment, evaluation, and reappointment decisions?  
Northwest Missouri State University
3. What agreements exist to ensure that faculty from all participating institutions will be involved in decisions about the curriculum, admissions standards, exit requirements?  
Northwest Missouri State University
4. Which institution(s) will be responsible for academic and student-support services, e.g., registration, advising, library, academic assistance, financial aid, etc.?  
Northwest Missouri State University
5. What agreements exist to ensure that the academic calendars of the participating institutions have been aligned as needed?  
Northwest Missouri State University

2. Duplication and Collaboration: (Form CL – Collaborative Programs)

6. In addition to the information provided by each participating institution regarding Financial Projections (Form FP), please address the following items:

A. How will tuition rates be determined if they differ among the institutions?

NWMSU students will pay tuition and fees applicable to native UCM students. UCM students will pay tuition and fees applicable to native NWMSU students.

B. Has a formal agreement been developed regarding cost-sharing policies? If yes, please include it as part of the proposal. If no, please summarize the current understanding between all parties and the plans for developing a formal agreement.

There is no provision for exchange of money between institutions.

C. What arrangements, if any, have been made for exchange of money between participating institutions?

There is no provision for exchange of money between institutions.

7. What commitments have been made by all participants to evaluate the program systematically?

Northwest Missouri State University will evaluate the program with its five-year review system. The individual coursework (three courses per option) will fall under evaluation at UCM.

8. If one institution wishes to discontinue the program, what agreements exist for terminating the offering?

Draft agreement to be signed at each institution. The Provost office at each institution is responsible for notifying the other office. Should this agreement dissolve, there is still one of the options that students can still choose that is available at Northwest only.

3. Program Structure: (Form PS - Program Structure)

**PROGRAM STRUCTURE**

A. Total credits required for graduation: 124

B. Residency requirements, if any: N/A

C. General education: Total credits: 42

plus 6 credits of institutional req. (multicultural/diversity and technology)

Courses (specific courses OR distribution area and credits):

Program requires a minor

D. Major requirements: Total credits: 36

Core Requirements (21 credit Hours)

SocSci 36-301 Introduction to Disaster Response and Recovery 3

SocSci 36-302 Principles of Humanitarian Relief 3

Psych 08-345 Disaster Psychology 3

Geog 32-370 Natural Disasters 3

Com 29-420 Crisis Communication 3

PolS 34-439 Federalism and Intergovernmental Relations 3

Hist 33-450 Homeland Security and Defense 3

Choose one option below: (9 credit hours)

Option 1: General: Select one course from each group 9

Group A-Spatial Operations

Geog 32-201 Maps and Map Interpretation

Geog 32-522 Urban Geography

Geog 32-32-365 Geographic Information Systems

Group B-Problems and Resolutions

PolS 34-332 Principles of Public Administration 3

PolS 34-421 International Relations 3

Hist 33-380 Humanitarian Crises of the Modern World [NEW] 3

Group C-Administration and Management

Psych 08-315 Psychology of Groups and Teams 3

Com 29-432 Organizational Communication 3

### 3. Program Structure: (Form PS - Program Structure)

Com 29-360 Principles of Public Relations 3  
PolS 34-434 Modern Organizational Theory 3  
PolS 34-502 Public Policy 3

Option 2: Business Continuity [Available from UCM Online] 9  
CDM 4715 Business Continuity Planning 3  
CDM 4745 Crisis Management 3  
CDM 4000 Special Topics in CDM  
OR Approved Elective 3

Option 3: Hazardous Material [ Available from UCM Online] 9  
CDM 3225 Hazardous Materials Emergency Response 3  
CDM 4245 Managerial Issues in Hazardous Materials 3  
CDM 4000 Special Topics in CDM  
OR Approved Elective 3

SocSci 36-491 Field Experience in Crisis Response[NEW] 3

SocSci 36-490 Internship in Crisis Response 3

E. Free elective credits: 40 (includes 24 cr. for minor) (Sum of C, D, and E should equal A.)

F. Requirements for thesis, internship or other capstone experience:

field experience is capstone and internship experience is required

G. Any unique features such as interdepartmental cooperation:

Five departments from Northwest contribute coursework to this program.

#### 4. Financial Projections (Form FP - Financial Projections)

##### FINANCIAL PROJECTIONS

	Year 1	Year 2	Year 3	Year 4	Year 5
<b>1. Expenditures</b>					
<b>A. One-time:</b>					
New/renovated space	_____	_____	_____	_____	_____
Equipment	<u>\$3,000</u>	_____	_____	_____	_____
Library	_____	_____	_____	_____	_____
Consultants	_____	_____	_____	_____	_____
Other	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>
Total for One-time Expenditures	<u>\$3,500</u>	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>
<b>B. Recurring:</b>					
Faculty	_____	_____	<u>\$2,700</u>	<u>\$2,700</u>	<u>\$5,400</u>
Staff	_____	_____	_____	_____	_____
Benefits	_____	_____	_____	_____	_____
Equipment	_____	_____	_____	_____	_____
Library	_____	_____	_____	_____	_____
Other	_____	_____	_____	_____	_____
Total for Recurring Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$2,700</u>	<u>\$2,700</u>	<u>\$5,400</u>
<b>TOTAL (A + B)</b>	<u>\$3,500</u>	<u>\$500</u>	<u>\$3,200</u>	<u>\$3,200</u>	<u>\$5,900</u>
<b>2. Revenues</b>					
*State Aid - CBHE	_____	_____	_____	_____	_____
*State Aid - DESE	_____	_____	_____	_____	_____
Tuition/Fees	<u>\$29,736</u>	<u>\$44,604</u>	<u>\$59,472</u>	<u>\$74,340</u>	<u>\$89,208</u>
Institutional/Resources	_____	_____	_____	_____	_____
Other	_____	_____	_____	_____	_____
<b>TOTAL REVENUES</b>	<u>\$29,736</u>	<u>\$44,604</u>	<u>\$59,472</u>	<u>\$74,340</u>	<u>\$89,208</u>

\* Please provide a brief description of the nature of the state aid. Is "new" money requested or is "old" money going to be used? What is the nature of the "old" money?

N/A



5. Program Characteristics and Performance Goals: (Form PG).

**PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS**

Institution Name: Northwest Missouri State University

Program Name: BS-Comprehensive Crisis Response

Date: November 2011

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

**Student Preparation**

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

N/A

- Characteristics of a specific population to be served, if applicable.

Major is open to all students

**Faculty Characteristics**

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.

Faculty will be offering courses from their own area of expertise so discipline-specific criteria (terminal degrees, etc.) apply. Some professional development may also be required as ongoing basis. Additionally, program faculty will acquire CERT (Community Emergency Response Teams) training and assist in offering such training to others.

- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.

90% or higher

- Expectations for professional activities, special student contact, teaching/learning innovation.

Development of new strategies, including increased use of simulations and HIEE activities will likely require additional teaching materials and low-cost equipment.

**Enrollment Projections**

- Student FTE majoring in program by the end of five years.

## 5. Program Characteristics and Performance Goals: (Form PG).

### 30 students in five years

- Percent of full time and part time enrollment by the end of five years.

### 100% full-time students

## Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.

### 5 per year at 3-yr, and 10 per year at five year after implementation

- Special skills specific to the program.

Faculty will be offering courses from their own area of expertise so discipline-specific criteria (terminal degrees, etc.) apply. Some professional development may also be required as ongoing basis. Additionally, program faculty will acquire CERT (Community Emergency Response Teams) training and assist in offering such training to others.

- Proportion of students who will achieve licensing, certification, or registration.

### N/A

- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.

On average more than ½ of the students should score above the 50th percentile on the nationally normed general education assessment test per university goals. No discipline specific exam recognized.

- Placement rates in related fields, in other fields, unemployed.

Placement rate should match university rate, 95%.

- Transfer rates, continuous study.

### N/A

## 6. Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide reasons.

No specialized accreditation sought.

## Alumni and Employer Survey

- Expected satisfaction rates for alumni, including timing and method of surveys

Should match rates achieved for other programs in the departments. Surveys coincide with 5-year department reports. Expectation is high satisfaction.

- Expected satisfaction rates for employers, including timing and method of surveys

5. Program Characteristics and Performance Goals: (Form PG).

Similar to alumni survey, the 5-year department report will set the schedule for satisfaction of employers. Expectation is high satisfaction.

7. Institutional Characteristics: Please describe succinctly why your institution is particularly well equipped or well suited to support the proposed program.

Northwest enjoys a unique position in the field due to the involvement of several faculty, staff, and administrators in regional and national roles in emergency management. A vibrant bachelor's degree program at Northwest will take advantage of these leaders and establish ongoing cultivation of new campus leaders in this area.

8. Any Other Relevant Information:

With specialized courses already in place (due to the existing minor, and other department specialized courses) this major program is able to be offered by the addition of only two new courses. Collaboration with online courses offered through UCM aid in making this possible.

# DRAFT

## Memorandum of Agreement

This Agreement between NORTHWEST MISSOURI STATE UNIVERSITY (NWMSU) and the UNIVERSITY OF CENTRAL MISSOURI (UCM) exists to provide a framework for the easy transfer of work of online courses between institutions. Furthermore, the Agreement serves as a mechanism to promote collaboration and efficiency through sharing resources.

Located in Maryville, Missouri, Northwest Missouri State University is a state-assisted, four-year regional university that offers undergraduate and graduate degrees. Northwest is accredited by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools and holds several discipline-specific accreditations.

Located in Warrensburg, Missouri, the University of Central Missouri is a state-assisted, four-year regional university that offers undergraduate and graduate degrees. Northwest is accredited by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools and holds several discipline-specific accreditations.

The University of Central Missouri offers a BS in Crisis and Disaster Management (CDM) entirely online. Northwest Missouri State University offers a new BS in Comprehensive Crisis Response (CCR). UCM agrees to let students enrolled their CCR degree enroll in specific courses offered by UCM as part of their CDM degree.

### The following conditions will apply:

- Students enrolled in good standing at NWMSU will be allowed to enroll in online courses as specified in this agreement at UCM.
- Students enrolled in good standing at UCM will be allowed to enroll in online courses as specified in this agreement at NWMSU.
- NWMSU students will pay tuition and fees applicable to native UCM students.
- UCM students will pay tuition and fees applicable to native NWMSU students.
- There is no provision for exchange of money between institutions.

### Courses available online at UCM are:

CDM 3225	Hazardous Materials Emergency Response
CDM 4715	Business Continuity Planning
CDM 4745	Crisis Management
CDM 4000	Special topics in CDM

### Courses available at online at NWMS are:

SocSci 36-302	Principles of Humanitarian Relief
PolS 34-421	International Conflict Resolution
Hist 33-380	Humanitarian Crises of the Twentieth Century

If either institution wishes to alter this Agreement or makes any changes to the courses listed below, the Provost's Office of one institution will notify the Provost's Office of the other institution.



Missouri Department of Higher Education

Building Missouri's future...by degrees

### PROGRAM CHANGE FORM

1. Submitted by: Northwest Missouri State University  
Name of Institution (Campus or off-campus residential center in the case of multi-campus institutions)

2. Type of Program Change (Check those that apply):

- ☐ Title change only
- ☐ Combination program created out of closely allied existing programs
- ☐ Option(s) added to existing program(s)
- ☐ Addition of certificate program developed from approved existing parent degree
- ☐ Addition of free-standing single-semester certificate program
- ☒ Delete program(s)
- ☐ Delete option(s)
- ☐ Program placed on "Inactive Status" list

3. Indicate Program Change or Addition of Options:

Before the Proposed Change			After the Proposed Change		
Title of Old Program or Certificate Option	Degree	CIP Code	Title of New Program or Certificate Option	Degree	CIP Code
Statistics	BS	270501	<<deleted>>	Click here to enter text.	Click here to enter text.

4. Attach a copy of the "before and after" curriculum, as applicable, and a rationale for the proposed change.

5. Intended date of program change, additional options, or "Inactive Status":

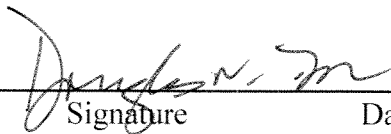
February 2012

Month/Year

#### AUTHORIZATION

Douglas Dunham, Provost

Name/Title of Institutional Officer



Signature

Date

11/31/11

Greg Haddock, Vice Provost

660-562-1145

Person to Contact for More Information

Telephone Number

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635



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February 2012

Month/Year

### AUTHORIZATION

Douglas Dunham, Provost

Name/Title of Institutional Officer

Signature

Date

Greg Haddock, Vice Provost

660-562-1145

Person to Contact for More Information

Telephone Number

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Office of  
the Provost

155 Administration Building

660.562.1120 office  
660.562.1337 fax

*Celebrating Northwest: 100 years of traditions and transitions*

November 29, 2011

Missouri Department of Higher Education  
205 Jefferson Street  
Jefferson City, MO 65102

Re: Rationale to delete Statistics Majors

The purpose of this letter is to provide our institution's rationale for deleting the Bachelor of Arts and Bachelor of Science majors in Statistics. In September 2010 the Coordinating Board of Higher Education directed MDHE to review program productivity for all degree programs at all 4-year public institutions based on graduation rates.

Several programs at Northwest Missouri State University were identified as being below the productivity threshold laid out in CBHE policy. Institutions were given options of identifying mitigating factors or extenuating circumstances to continue such programs, or to outline plans to delete it. In the case of these majors, based on low enrollment and graduation rates, we have decided to delete both the BA-Statistics and BS-Statistics programs. Beginning in Fall 2011 new students were not admitted into these majors and the remaining students will be handled on teach-out plans.

Please contact me if you have any questions.

Sincerely,

Douglas N. Dunham, Ph.D.  
Provost



Missouri Department of Higher Education

Building Missouri's future...by degrees

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Name of Institution (Campus or off-campus residential center in the case of multi-campus institutions)

2. Type of Program Change (Check those that apply):

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- ☐ Option(s) added to existing program(s)
- ☐ Addition of certificate program developed from approved existing parent degree
- ☐ Addition of free-standing single-semester certificate program
- ☐ Delete program(s)
- ☒ Delete option(s)
- ☐ Program placed on "Inactive Status" list

3. Indicate Program Change or Addition of Options:

Before the Proposed Change			After the Proposed Change		
Title of Old Program or Certificate Option	Degree	CIP Code	Title of New Program or Certificate Option	Degree	CIP Code
Foods and Nutrition - Option II: Restaurant and Food Service Management	BS	513101	<<<option deleted>>>	Click here to enter text.	Click here to enter text.

4. Attach a copy of the "before and after" curriculum, as applicable, and a rationale for the proposed change.

5. Intended date of program change, additional options, or "Inactive Status":

February 2012  
Month/Year

#### AUTHORIZATION

Douglas Dunham, Provost

Name/Title of Institutional Officer

Signature

Date

Greg Haddock, Vice Provost

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## BEFORE

### **Comprehensive Major in Foods and Nutrition (Didactic Program in Dietetics; Restaurant and Food Service Management), 64-70 hours: B.S.–No Minor Required**

This program provides two options for persons desiring a career in foods and nutrition. Option I, Didactic Program in Dietetics at Northwest has been granted initial accreditation by the Commission on Accreditation for Dietetics Education (CADE) of the American Dietetics Association, 120 South Riverside, Plaza, Suite 2000, Chicago, IL 60606, (312) 899-0400, ext. 5400. This degree, followed by a dietetic internship, enables one to sit for the examination for registered dietitian. Option II provides a strong background in nutrition and food management, with supporting courses in business management for persons desiring a career in restaurant and food service management and is approved by the Missouri Restaurant Association.

General Education requirements must include BIOL 04-102/103 General Biology and Lab, ♦ MATH 17-114 General Statistics, CHEM 24-112/113 General Chemistry and Lab, SOC 35-101 General Sociology and PHIL 39-274 Introduction to Ethics. Institutional requirements must include CSIS 44-130 Computers and Information Technology and COM 29-225 Inter-cultural Communication.

♦ Required for Option I: Dietetics only.

Required Courses	Semester Hours
<b>Family and Consumer Sciences Core</b>	
FCS 15-201 Foundations and Careers in Family and Consumer Sciences	2
FCS 15-401 Issues in Family and Consumer Sciences	3
<b>Specialization Requirements</b>	
FCS 15-110 Family and Individual Wellness	3
FCS 15-230 Food Science	4
FCS 15-232 Food Service Management	3
FCS 15-234 Nutrition and Diet Behavior	2
FCS 15-322 Consumer Economics and Personal Finance	3
FCS 15-332 Quantity Food Preparation	2
FCS 15-333 Quantity Food Preparation Laboratory	2
FCS 15-334 Community Nutrition	4
<b>Professional and Interdepartmental Requirements</b>	
<b>Option I: Dietetics</b>	
MGMT 54-313 Principles of Management	3
FCS 15-214 Human Development	3
FCS 15-338 Practicum in Food Service Occupations	1
FCS 15-431 Macronutrients	3
FCS 15-432 Micronutrients	3
(CHEM 24-242/243 Organic Chemistry prerequisite)	
FCS 15-434 Medical Nutrition Therapy	5
FCS 15-436 Medical Nutrition Counseling	2
FCS 15-540 The Adult Learner	3
CHEM 24-242/243 Organic Chemistry I and Laboratory	4
CHEM 24-362/363 Elementary Biochemistry and Laboratory	4
BIOL 04-104 Medical Terminology	3
BIOL 04-140 General Microbiology	4
BIOL 04-438 Human Physiology	4
<b>Option II: Restaurant and Food Service Management</b>	
ACCT 51-201 Accounting I	3
*ECON 52-150 General Economics I	3
FIN 53-311 Business Law I	3
MGMT 54-313 Principles of Management	3
MGMT 54-314 Human Resource Management	3
MKTG 55-330 Principles of Marketing	3
CSIS 44-317 Management Information Systems	3
FCS 15-150 Creating Aesthetic Environments	3
FCS 15-338 Practicum in Food Service Occupations OR	
FCS 15-439 Field Experience in Food Service Management	1
FCS 15-350 Home Equipment Technology	3
FCS 15-430 Advanced Food Service Management	2
FCS 15-540 The Adult Learner	3
PSYC 08-313 Industrial and Organizational Psychology	3

\*Cannot be used to fulfill any General Education requirement.

AFTER deleting Option II:

**Comprehensive Major in Foods and Nutrition  
(Didactic Program in Dietetics; Restaurant and Food Service  
Management), 64-70 hours: B.S.—No Minor Required**

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Required Courses	Semester Hours
Family and Consumer Sciences Core	
FCS 15-201 Foundations and Careers in Family and Consumer Sciences	2
FCS 15-401 Issues in Family and Consumer Sciences	3
Specialization Requirements	
FCS 15-110 Family and Individual Wellness	3
FCS 15-230 Food Science	4
FCS 15-232 Food Service Management	3
FCS 15-234 Nutrition and Diet Behavior	2
FCS 15-322 Consumer Economics and Personal Finance	3
FCS 15-332 Quantity Food Preparation	2
FCS 15-333 Quantity Food Preparation Laboratory	2
FCS 15-334 Community Nutrition	4
Professional and Interdepartmental Requirements	
Option I: Dietetics	
MGMT 54-313 Principles of Management	3
FCS 15-214 Human Development	3
FCS 15-338 Practicum in Food Service Occupations	1
FCS 15-431 Macronutrients	3
FCS 15-432 Micronutrients	3
(CHEM 24-242/243 Organic Chemistry prerequisite)	
FCS 15-434 Medical Nutrition Therapy	5
FCS 15-436 Medical Nutrition Counseling	2
FCS 15-540 The Adult Learner	3
CHEM 24-242/243 Organic Chemistry I and Laboratory	4
CHEM 24-362/363 Elementary Biochemistry and Laboratory	4
BIOL 04-104 Medical Terminology	3
BIOL 04-140 General Microbiology	4
BIOL 04-438 Human Physiology	4



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*Celebrating Northwest: 100 years of traditions and transitions*

November 29, 2011

Missouri Department of Higher Education  
205 Jefferson Street  
Jefferson City, MO 65102

Re: Rationale to delete Restaurant and Food Service Management Option

The purpose of this letter is to provide our institution's rationale for deleting the Option II - Restaurant and Food Service Management comprehensive major option from the comprehensive major in Foods and Nutrition. In September 2010 the Coordinating Board of Higher Education directed MDHE to review program productivity for all degree programs at all 4-year public institutions based on graduation rates.

Several programs at Northwest Missouri State University were identified as being below the productivity threshold laid out in CBHE policy. Institutions were given options of identifying mitigating factors or extenuating circumstances to continue such programs, or to outline plans to delete it. In the case of this degree option, based on low enrollment and graduation rates, we have decided to delete this program. Beginning in Fall 2011 new students were not admitted into this major and the remaining students will be handled on a teach-out plan.

Please contact me if you have any questions.

Sincerely,

Douglas N. Dunham, Ph.D.  
Provost