



**DO NOT TYPE IN THIS BOX**

Bulletin #: \_\_\_\_\_

Academic Year: \_\_\_\_\_

# FLORIDA INTERNATIONAL UNIVERSITY UNDERGRADUATE PROGRAM PROPOSAL

## Changes to an Undergraduate Certificate

Academic

Professional

**INSTRUCTIONS:** Please Type. Fill out this form **completely**.

School/College International & Public Affairs

Div./Dept. Public Policy and Administration

Certificate Title: Leadership Studies Certificate Program

Proposed Implementation Date: January 2022

### PROPOSAL REQUESTED BY:

Faculty Contact Keith Revell Keith D. Revell 3/3/2021

(Type Name)

(Signature)

revellk@fiu.edu

(Email address)

(Phone Number)

Chair (Dept./Div.) Howard Frank Howard Frank 3/3/2021

(Type Name)

(Signature)

Chair (Curr. Comm.) Steven Heine / /20

(Type Name)

(Signature)

College/School Dean John Stack / /20

(Type Name)

(Signature)

**NO HEARING REQUIRED. PLEASE SUBMIT ORIGINAL FORM.**

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## **CHANGES TO UNDERGRADUATE CERTIFICATE**

PLEASE SUBMIT THIS FORM WITH YOUR PROPOSAL

**Please fill out the coversheet in its entirety.**

**The proposal must include the following elements using the current undergraduate catalog:**

- I. List old Certificate prescribed courses, other requirements, credits and page number (left column)
- II. List new Certificate prescribed courses, other requirements and credits (**right column, use red font to denote additions to text and strikethrough feature to denote omissions**)
- III. Include a brief rationale for the change

### **CHECK LIST**

	YES	NO	N/A
1. Do all courses exist in the current catalog?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. If courses are not in the current catalog, are they proposed in the same Curriculum Committee Bulletin as this proposal?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. If courses are not in the current catalog or proposed in this same Bulletin, were they approved in a previous curriculum bulletin?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, attach a separate sheet indicating each course number, name, Bulletin number and Bulletin date.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If the answers to 1, 2, and 3 are no, do not submit the proposal. Address the course issues first.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Do courses listed have the correct course prefixes, official titles, course numbers and number of credits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Do course descriptions match the existing catalog or proposed course descriptions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Are all courses to be added taught in the same proposing department?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are courses to be deleted taught in the same proposing department?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If the answer to #6 or #7 is no, do you have the written approval/ acknowledgement of the other department(s)? The written approval(s)/acknowledgment(s) must be attached. (You must have written approval before submitting this document.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Does this change affect the courses measuring Student Learning Outcomes (SLO) or Program Outcomes (PO) for the certificate (for a copy of the assessment reports, please send a request to <a href="mailto:assessment@fiu.edu">assessment@fiu.edu</a> )?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If yes, please submit revised SLO and PO to <a href="mailto:assessment@fiu.edu">assessment@fiu.edu</a> for approval. Documentation of approval must be attached.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Have you contacted the Office of Academic Planning and Accountability to determine if the proposed certificate program is a substantive change that requires notification or a prospectus to be submitted to the Southern Association of Colleges and Schools? Please do so prior to submitting this form if you answer "yes" to any of the questions below.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there another closely related program already offered at FIU?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will significant additional equipment be needed to deliver the revised program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Will significant additional facilities be needed to deliver the revised program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will significant additional financial resources be needed to deliver the revised program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will a significant number of new courses or content be required (defined as 25% - 33% or more new content/courses)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will a significant number of new faculty members be required to deliver the revised program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will significant additional library/learning resources be needed to deliver the revised program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will at least 50% of the revised program be offered at a new location geographically apart from the main campus?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will the revised program enter into a collaborative academic arrangement that includes the initiation of a dual academic program with another institution?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will the revised program enter into a contract by which an entity not eligible for Title IV funding offers 25% or more of the program (e.g., international university)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Public Policy and Administration Undergraduate Leadership Degree Change (March 2021)**

**Rationale:** The Department is in the process of revising its undergraduate curriculum. Several of the courses in this certificate will no longer be taught. Revisions to this certificate are, therefore, required to avoid confusion for students and administrators alike.

## CHANGES

EXISTING	REVISED <span style="color: red;">Deletions</span> / <span style="color: green;">Additions</span>
<p><b>Leadership Studies Certificate Program</b></p> <p>Agatha S. Caraballo, Instructor and Assistant Chair, Public Policy and Administration</p> <p>Daniella Long, Senior Program Coordinator, Public Policy and Administration</p> <p>The Certificate in Leadership Studies prepares students the evolving nature of leadership through coursework and practice that emphasizes relationship building, change management, global dynamics, intercultural understanding and collaboration. The goal of this certificate program is to foster leadership in the FIU student body by encouraging a consideration of leadership from multiple perspectives and contexts. Through involvement with the campus and greater community, students will become engaged in their own professional leadership education and development. This certificate program is open to degree-seeking students only.</p> <p>Requirements</p> <p>The Certificate Program requires completion of 18 credit hours of coursework. Students must earn a “C” or better in courses for the Certificate. All students are required to take 3 core courses (9 credits) which include an introductory course (PAD 3431), values and ethics course (PAD 4046), and a global perspectives course (PAD 3800). Students fulfill the remaining 9 credits by taking 3 electives consistent with their academic and career objectives, one of which must be in Public Policy and Administration and one from another area in the Steven J. Green School of International and Public Affairs. Enrollment in an undergraduate degree program is required.</p>	<p><b>Leadership Studies Certificate Program</b></p> <p>Agatha S. Caraballo, Instructor and Assistant Chair, Public Policy and Administration</p> <p>Daniella Long, Senior Program Coordinator, Public Policy and Administration</p> <p>The Certificate in Leadership Studies prepares students <span style="color: green;">for</span> the evolving nature of leadership through coursework and practice that emphasizes <span style="color: red;">s</span> relationship building, change management, global dynamics, intercultural understanding, <span style="color: green;">and</span> collaboration. The goal of this certificate program is to foster leadership in the FIU student body by encouraging a consideration of leadership from multiple perspectives and contexts. Through involvement with the campus and greater community, students will become engaged in their own professional leadership education and development. This certificate program is open to degree-seeking students only.</p> <p>Requirements</p> <p>The Certificate Program requires completion of 18 credit hours of coursework. Students must earn a “C” or better in courses for the Certificate. All students are required to take 3 core courses (9 credits) which include an introductory <span style="color: green;">leadership</span> course (PAD 3431), <span style="color: red;">values and ethics</span> <span style="color: green;">a citizen participation</span> course (PAD <span style="color: red;">4046</span> <span style="color: green;">4141</span>), and a <span style="color: green;">global</span> <span style="color: red;">perspectives-</span> <span style="color: green;">service learning</span> course (<span style="color: red;">PAD 3800</span> <span style="color: green;">URS 3005</span>). Students fulfill the remaining 9 credits by taking 3 electives consistent with their academic and career objectives, one of which must be in Public Policy and Administration and one from another area in the Steven J. Green School of International and Public Affairs. Enrollment</p>

<p>Required Courses: (9 credits)</p> <p>PAD 3431 Exploring Leadership: Yourself, Your Organization and Your Community 3</p> <p>PAD 4046 Values, Ethics and Conflict Resolution 3</p> <p>PAD 3800 Managing Global Cities – GL 3</p> <p>Electives: (a total of 9 credits)</p> <p><b>GREEN SCHOOL OF INTERNATIONAL AND PUBLIC AFFAIRS – must include at least one course from Public Policy and Administration and one course from another Green School area.</b></p> <p>Public Policy and Administration</p> <p>PAD 3003 Introduction to Public Policy and Service 3</p> <p>PAD 3034 Policy Development and Implementation 3</p> <p>PAD 3438 Communication Skills for Policy and Management 3</p> <p>PAD 3804 Government and Administration of Metropolitan Areas 3</p> <p>PAD 4141 Citizen Participation and Community Empowerment 3</p> <p>PAD 4414 Personnel Skills for Administrators 3</p>	<p>in an undergraduate degree program is required.</p> <p>Required Courses: (9 credits)</p> <p>PAD 3431 Exploring Leadership: Yourself, Your Organization and Your Community 3</p> <p><b>PAD 4141 Citizen Participation and Community Empowerment 3</b></p> <p><b>URS 3005 Service Learning: Social Change and Contemporary Social Issues 3</b></p> <p><del>PAD 4046 Values, Ethics and Conflict Resolution 3</del></p> <p><del>PAD 3800 Managing Global Cities – GL 3</del></p> <p>Electives: (a total of 9 credits)</p> <p><b>GREEN SCHOOL OF INTERNATIONAL AND PUBLIC AFFAIRS – must include at least one course from Public Policy and Administration and one course from another Green School area.</b></p> <p>Public Policy and Administration</p> <p>PAD 3003 Introduction to Public Policy and Service 3</p> <p>PAD 3034 Policy Development and Implementation 3</p> <p><b>PUP 4*** Public Service Leadership and Management 3</b></p> <p><b>PUP 4*** South Florida Urban Laboratory 3</b></p> <p><del>PAD 3438 Communication Skills for Policy and Management 3</del></p> <p><del>PAD 3804 Government and Administration of Metropolitan Areas 3</del></p>
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<p>PAD 4432 Administrative Leadership and Behavior 3</p>	<p><del>PAD 4141 Citizen Participation and Community Empowerment 3</del></p> <p><del>PAD 4414 Personnel Skills for Administrators 3</del></p> <p><del>PAD 4432 Administrative Leadership and Behavior 3</del></p>
<p>Global and Sociocultural Studies</p>	<p>Global and Sociocultural Studies</p> <p><b>[NOTE: no changes to the portions of this catalog entry that follow from here]</b></p>