MA Human Resources and Employment Relations -PrgRsv-2018-10-19

Form Information

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The page you originally access is the global template version. To access the template document that progresses through the workflow, please complete the following steps:

First Step: __ONLY__ change the text in the [brackets] so it looks like this: **CRIM 101 Intro to Criminology-CrsRvs-2015-08-10**

- *__If DUAL LISTED list BOTH courses in the page title__*

Second Step: Click **"SAVE"** on bottom right

- *__DO NOT TYPE ANYTHING INTO THE FIRST PAGE OTHER THAN THE TEXT IN BRACKETS__*
- *__Please be sure to remove the Brackets while renaming the page__*

Third Step: Make sure the word *__DRAFT__* is in yellow at the top of the proposal

Fourth Step: Click on "__EDIT CONTENTS __"(*not EDIT*) and start completing the template. When exiting or when done, click **"SAVE"** (*not Save Draft*) on bottom right

When ready to submit click on the workflow icon and hit approve. It will then move to the chair as the next step in the workflow.

*Indicates a required field

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Proposing Department/Unit*	Employment and Labor Relations	**Contact Phone***	724-357-4470

Program Revision Options (Check all that apply)

Catalog Description Change
Program Revision
Program Title Change
 	
* Teacher Education: Please complete the Teacher
   Education section of this form (below)
 	
* Liberal Studies: Please complete the Liberal Studies
   section of this form (below)

Program Level:*	graduate-level

Rationale for Proposed Changes

(A) Why is the program being revised?*	As a result of our 5 year review and the Departments desire to be a "certified" degree program the Department is requesting this degree name change. Currently there is no accreditation for programs for Employment Relations. The Society for Human Resource Management (we have a graduate chapter) now "certifies" program as Human Resource programs. As currently delivered, our degree, while having the courses needed to seek certification with the exception of one course, Organizational Behavior, can't submit for certification because we do not have the words Human Resources in our title. The current name of the program also came up during our recent 5 year review. External reviewer Dr. Paul Clark from Penn State University, suggested that the ELR program follow in the footsteps our Peer Institutions, Penn State University, Michigan State University and locally Saint Francis University and change the degree from a dedicated "Employment Relations" program to a program that teaches both Human Resource practitioners as well as practitioners in Employment Relations. To do this, the ELR Department needs to create a course in Organizational Behavior, require ELR 632 Compensation, and remove the requirement of ELR 613 Fundamentals in Labor Relations. By making theses changes and using our current courses in the department as "electives", the ELR Department will be able to seek SHRM certification and then provide a Master's degree option for Human Resource Undergraduates (currently 104 at IUP alone) that is discipline specific to both majors. Presently Human Resource students do not have that option. Their current option for graduate school at IUP consists of either a degree in Employment Relations or an MBA degree with a concentration in Human Resource. The ELR Department is the program most able to deliver this degree since our current course options can create this new degree that will be similar to Penn State and Michigan State, by simply adding a course in Organizational Behavior class and a few changes to our current required course sequence from our elective sequence. We are hoping to begin offering this program in the Summer of 2019, when our new students start the program year.

(B) Identify ALL Program Level Student Learning Outcomes (PSLO) **Indicate any SLOs that have be changed** **highlighting them in red.*** • Outcomes must be measurable • 4-6 outcomes recommended for degree programs • Tracks, concentrations, certificates must have at least one outcome that is unique from a related degree program • Minors and majors may share outcomes • PLSLOs will be evaluated as part of the program's assessment plan	See attachment for SLO's for the program These SLO's will be used for SHRM (Society for Human Resource Management) certification.

Students will be able to:		
#	**Outcome**	**How outcome measured**
1	Develop an understanding of the legal concepts as they relate to employment relations and human resources.	Students are required to analyze employment scenarios by applying case law as learned in the case book. 60% of content in ELR 610 Employee Rights is based on student ability to analyze fact scenario through case law.
2	Develop an understanding of the responsibilities of management and union representatives in negotiation and administering collective bargaining agreements with particular attention to the arbitration process.	Students are required to analyze both sides of an employment dispute and suggest options for settlement. Students develop four papers analyzing both sides to a labor dispute. This reflects 60% of the student's grade in ELR 641 Contract Administration.
3	Identifies with the broad range of dispute resolution processes in both concept and execution.	Students participate as advocates and arbitrator in three mock Arbitrations. Requiring students to participate in mock disputes allows students to apply their conflict resolution skills by developing dispute resolution solutions. This assessment leads to 45% of the student's grade in ELR 615 Dispute Settelment .
4	Achieve an understanding of compensation systems, benefit packages, benefits determination and the legal requirements in administering compensation packages.	Assessment includes examination and simulation based project scenarios and research papers in ELR 632 Compensation Administration.
5	Understand the expanding role, responsibility and skills needed to perform successfully in the present day human resources management field.	Students are assessed by examinations, a final simulation based research topic in the field of Human Resource Management, and weekly current events. These assessments account for 100% of the student's grade in ELR 631 Human Resource Management.
6	Develop an understanding of the legal concepts as they relate to labor relations.	Demonstrate mastery of legal concepts in the National Labor Relations Act and case law by applying the resolution of an issue as identified in various example scenarios.

(C) Implications of the change on the program, other programs and the Students:*	This new program name will provide students with a degree that is more recognizable to the general public (adding HR to the title). It will allow us to better market to Human Resource undergrads who do not typically understand that Employment Relations is an HR degree with an emphasis on negotiations and the ability to deal with Unions. By changing the name we will better be able to recruit students who want to work in Human Resources for union and non-union organizations. At IUP alone, there are 104 undergraduate students in Human Resources who do not have a degree specific graduate program. They either come to ELR or get an MBA with a concentration in HR. ELR and College of Business have HR related programs. The difference is ELR teaches the Human Resource courses that focus mostly on the people aspect of managing organization. As Dr. Clark from Penn State suggested, like their University, the Employment Relations Department is better suited to teach these courses because our focus is the relationship with Employees. ELR already has the 600 level graduate courses in the courses needed to deliver this degree. During the summer months and this past December 2018, the Dean of the College of Health and Human Services and I met with the Dean of the College of Business and the Chair of the Management Department; along with representatives from the Provost's office to discuss our desire to add the term Human Resources to our graduate degree. We also meet with the Chair of the Department of Management and developed a 3 + 1 program with ELR and the undergraduate program in Human Resources to allow students to seamlessly move into a graduate program if so desired. The program revision, including the name change, should not interfere with the MBA, since primarily, the MBA functions to serve those students looking to expand their knowledge in how business operates. Additionally the MBA has an HR concentration, and this new degree will provide more courses available to their major.

Program Information	
(D) Current Program Title*	Master of Arts, Employment and Labor Relations
Proposed Program Title *(if changing)*	Master of Arts, Human Resources and Employment Relations

(E) Current Narrative **Catalog Description** *If copying pasting from current catalog entry, please paste into Word or Notepad first to eliminate potential issues with formatting or special characters in the text.*	UG Course Catalog: http://www.iup.edu/registrar/catalog/ Grad Course Catalog:http://www.iup.edu/graduatestudies/catalog/ The Master of Arts in Employment and Labor Relations is a multidisciplinary, graduate-degree program designed to prepare professional practitioners in the field of employment and labor relations in public and private management, unions, government agencies, and neutral and service organizations. The 36-semester-hour program consists of a required core of 21 semester hours and elective course offerings totaling 15 semester hours. In consultation with the advisor, each student will individually build the elective sequence of the program of study by choosing 15 elective semester hours from among employment and labor relations courses and courses approved by the advisor that are offered by other departments. Students are strongly encouraged to elect an internship to integrate theory and practice in the field.
Proposed Narrative **Catalog Description** *(if changing)*	The Master of Arts in Human Resources and Employment Relations is a multidisciplinary, graduate-degree program designed to prepare professional practitioners in the fields of human resource management and employment relations in the public and private sectors and the training of neutrals and those wanting to work for employee service organizations. The 36-semester-hour program consists of a required core of 24-semester-hours and elective course offerings totaling 12-semester-hours. In consultation with the Advisor, each student will individually build the elective sequence of the program of study by choosing 12-elective-semester hours from among human resource and employment relations courses and courses approved by the Advisor that are offered by other departments. Students are strongly encouraged to elect an internship to integrate theory and practice in the field.
(F) Current and Proposed **Program Requirements**	Attach a Word document showing a side-by-side comparison of the current and proposed program requirements. Please clearly label the attachment as Program Requirements. | **File**	**Modified**
Microsoft Word Document Curriculum Proposal ELR before and after.docx	Jan 29, 2019 by David M. Piper	

(G) Supporting Documents*	Are you making a major change?
	NO
	If making a major change, please attach a document with a summary of any/all changes.
	Please clearly label the attachment as Supporting Documentation.

File	Modified
Microsoft Word Document Curriculum Proposal ELR before and after.docx	Jan 29, 2019 by David M. Piper

Liberal Studies Section

- Complete this section only for a new Liberal Studies course or Liberal Studies course revision

If Completing this Section, Check the Box to the Right:	**NOTE: you must check this box if the Course/Program has previously been approved for Liberal Studies**

Liberal Studies Course Designations (Check all that apply)	
Learning Skills:	
Knowledge Area:	
Liberal Studies Elective	*Please mark the designation(s) that apply - must meet at least one*
Expected Undergraduate Student Learning Outcomes (EUSLOs)	*Describe how each Student Learning Outcome in the course enables students to become Informed Learners, Empowered Learners and/or Responsible Learners* *See http://www.iup.edu/WorkArea/DownloadAsset.aspx?id=181694*
Description of the Required Content for this Category	*Narrative on how the course will address the Selected Category Content*
All Liberal Studies courses are required to include perspectives on cultures and have a supplemental reading. **Please answer the following questions.**	
Liberal Studies courses must include the perspectives and contributions of ethnic and racial minorities and of women whenever appropriate to the subject matter. Please explain how this course will meet this criterion.	

Liberal Studies courses require the **reading and use by students of at** **least one non-textbook work of** **fiction or non-fiction or a collection** **of related articles. Please describe** **how your course will meet this** **criterion.**	

Teacher Education Section

If Completing this Section, **Check the Box to the Right:**	**NOTE: you must check this box if the Course/Program has previously been approved for Teacher Education related items**
Course Designations:	
Key Assessments	
	For both new and revised courses, please attach (see the program education coordinator): • The Overall Program Assessment Matrix • The Key Assessment Guidelines • The Key Assessment Rubric **File** **Modified** Microsoft Word Document Curriculum Proposal ELR before and after.docx Jan 29, 2019 by David M. Piper • Drag and drop to upload or browse for files
Narrative Description of the **Required Content**	*How the proposal relates to the Education Major*

Please scroll to the top and click the Page Status if you are ready to take action on the workflow.
Please submit an ihelp if you have any questions http://ihelp.iup.edu