

**FORMAT 3B**

**Submit originals and one copy to the Faculty Senate Office  
Email electronic copy (with scanned signatures) to [jbharvie@alaska.edu](mailto:jbharvie@alaska.edu)**

<b>REQUEST FOR A NEW MINOR</b>
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**SUBMITTED BY:**

<b>Department</b>	Emergency Management and Homeland Security Program	<b>College/School</b>	School of Management
<b>Prepared by</b>	Cameron Carlson	<b>Phone</b>	6537
<b>Email Contact</b>	<a href="mailto:cdcarlson@alaska.edu">cdcarlson@alaska.edu</a>	<b>Faculty Contact</b>	Cameron Carlson

See <http://www.uaf.edu/uafgov/faculty-senate/curriculum/course-degree-procedures/> for a complete description of the rules governing curriculum & course changes.

**PROGRAM IDENTIFICATION:**

<b>TITLE OF MINOR:</b>	Emergency Management	
<b>*Number of credits required for completion (minimum is 15):</b>	15	
*"Unless otherwise specified by the appropriate academic unit, a course may be used more than once toward fulfilling degree, certificate, major and minor requirements. Credit hours for these courses count only once toward total credits required for the degree or certificate. Certifying that [the student has] met all major and minor requirements is the responsibility of [the student's] department faculty, who notify the Registrar's Office." From the General University Requirements section of "How to Earn a Bachelor's Degree" in the UAF Catalog.		
<b>Do all the required courses currently exist?</b>	Yes	
<b>If not, list the corresponding New Course paperwork associated with this request:</b>		

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**A. DESCRIPTION OF THE PROPOSED MINOR. Include reasons justifying its creation; objectives of the minor and relationship of the required courses to those objectives.**

There is an increasing interest among students to obtain additional exposure to the growing field of emergency management. Organizations within the public and private sectors are establishing emergency response policies, continuity of operations plans, and actively building and training emergency response teams. This minor allows students with other primary career interests to develop in the emergency management arena, broaden their base of experience and bring additional skills to their careers and communities.

The selected courses provide a base of understanding in emergency issues and allow students some flexibility in choosing courses which interest them. The options allow them to select courses that focus on communications, on business practices or on planning and response in the event of emergency.

**B. PROPOSED MINOR REQUIREMENTS AS THEY WILL APPEAR IN THE CATALOG:**

See samples provided on page 3 of this form.

<ol style="list-style-type: none"> <li>1. Complete the following:* HSEM F301 - Principles of Homeland Security &amp; Emergency Management – 3 credits</li> <li>2. Choose 3 of the following:* HSEM F412 – Emergency Planning and Preparedness – 3 credits HSEM F423 – Disaster Response Operations and Management – 3 credits HSEM F434 – All Hazards Risk Analysis – 3 credits HSEM F445 – Business Continuity and Crisis Management – 3 credits</li> </ol>
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HSEM F456W – Leadership and Influence During Crisis – 3 credits

3. Choose at least 3 credits from the following:

GEOS/GEOG F222 - Fundamentals of Geospatial Sciences – 3 credits

GEOS F120X Glaciers, Earthquakes, and Volcanoes: Past, Present, and Future – 4 credits \*\*

BA F317W – Employment Law – 3 credits

BA F490 – Services Marketing – 3 credits

COMM F335O – Organizational Communications – 3 credits

COMM F353 – Conflict, Mediation, and Communication – 3 credits

BA F452W – Internship in Emergency Management – 3 credits

Or course(s) approved by Program Director

\* Students must earn a C grade (2.0) or better in these classes.

Note: an Emergency Management minor is not available to students earning a Bachelor of Emergency Management degree.

\*\*May be used to satisfy half of the core science requirement.

**C. ESTIMATED IMPACT**

**WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.**

None. The courses are all currently being taught. This minor gathers existing courses into a credential that students are asking for.

**D. IMPACTS ON PROGRAMS/DEPTS:**

**What programs/departments will be affected by this proposed action?**

**Include information on the Programs/Departments contacted (e.g., email, memo)**

There may be increased interest and student enrollment in courses listed. The program has been in contact with Dr. Anupma Prakash in Geology about there course. She is very supportive of this initiative to add this course as part of the minor.

**F. PERSONNEL DIRECTLY INVOLVED WITH THE MINOR:**

**List faculty currently teaching the required and elective (if any) courses, with a brief statement of duties and qualifications.**

Cameron Carlson: Program Director for Emergency Management and Homeland Security in the School of Management. Full time Program Director and instructor for the program.

David Krikorian: Full time instructor for the Emergency Management and Homeland Security Program in the School of Management and member of the Coast Guard Reserve.

**G. RELATIONSHIP OF THE PROPOSED MINOR'S OBJECTIVES TO THE "PURPOSES OF THE UNIVERSITY".**

Include additional justifying information to support creation of the minor such as projected and present enrollments; need or public demand for the minor; support of other programs by the minor's creation, etc.

Providing a minor in emergency management would meet student demand for those in other programs who have expressed interest in emergency management. Students who have approached the program recognize their future employment requires peripheral knowledge regarding the emergency management profession and that this knowledge would be of benefit in securing employment or promotion.

**APPROVALS:**

SEE ATTACHED SIGNATURES.

	<b>Date</b>	
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**Signature, Chair,  
Program/Department of:**

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	<b>Date</b>	
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**Signature, Chair, College/School Curriculum  
Council for:**

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	<b>Date</b>	
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**Signature, Dean, College/School of:**

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**ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE**

	<b>Date</b>	
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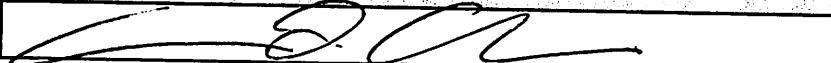
**Signature, Chair, UAF Faculty Senate Curriculum Review  
Committee**


Final approval will be at the level of the Chancellor or Chancellor's Designee, following vote of approval by the Faculty Senate.


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**APPROVALS:**

	Date	18 Sep, 2012
Signature, Chair, Program/Department of: SOM BEM Program		

	Date	27 Sep 2012
Signature, Chair, College/School Curriculum Council for: SOM		

	Date	10/1/12
Signature, Dean, College/School of: SOM		

**ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE**

	Date	
Signature, Chair, UAF Faculty Senate Curriculum Review Committee		

Final approval will be at the level of the Chancellor or Chancellor's Designee, following vote of approval by the Faculty Senate.

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