Submit originals and one copy and electronic copy to Governance/Faculty Senate Office (email electronic copy to jbharvie@alaska.edu)

### PROGRAM/DEGREE REQUIREMENT CHANGE (MAJOR)

**SUBMITTED BY:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Homeland Security and Emergency Management</th>
</tr>
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<tbody>
<tr>
<td>College/School</td>
<td>School of Management</td>
</tr>
<tr>
<td>Prepared by</td>
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<td>Cameron Carlson, <a href="mailto:cdcarlson@alaska.edu">cdcarlson@alaska.edu</a></td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>DEGREE PROGRAM</th>
<th>Bachelor of Emergency Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree Level:</td>
<td>(i.e., Certificate, A.A., A.A.S., B.A., B.S., M.A., M.S., Ph.D.)</td>
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**A. CHANGE IN DEGREE REQUIREMENTS:** (Brief statement of program/degree changes and objectives)

This change replaces the in-depth Accounting F261 requirement with the new HSEM F271 course: Fiscal Management for Emergency Management Operations. HSEM F271 covers more of the fiscal material that managers of HSEM organizations might need which are not covered in ACCT 261. One example is grant writing, which is critical to Emergency Managers but not as much for CPA’s. While ACCT F261 is directed more at those with an interest in being CPA’s, the HSEM accounting course is focused on those managing public and private organizations.

**B. CURRENT REQUIREMENTS AS IT APPEARS IN THE CATALOG:**

Major -- BEM Degree

- Complete the [general university requirements](#).
- Complete the [BEM degree requirements](#).

1. Complete 33 credits of major requirements from UAF HSEM 200-level courses, the emergency services AAS degree from UAF or any regionally accredited institution within these subject areas: emergency/para-medical, environmental health and safety, fire science, law enforcement, network/cyber security, process technology, public safety or wildland fire, or commensurate military credit from the above subject areas as approved by the program director.

2. Complete the following:*  
   - ACCT F261--Principles of Financial Accounting--3 credits  
   - BA F307--Introduction to Human Resources Management--3 credits  
   - BA F390--Organizational Theory and Behavior--3 credits  
   - BA F457--Training and Management Development--3 credits  
   - ECON F201--Principles of Economics I: Microeconomics--3 credits  
   - ENGL F314W,O/2--Technical Writing--3 credits

3. Complete 6 credits from the following:
   - URSA--any course
   - HSEM--any course not counted in a) above or in d) below
   - STAT F200X--Elementary Probability and Statistics--3 credits
   - PSY/SOC F250--Introductory Statistics for Social Sciences--3 credits

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JUST F222--Research Methods--3 credits
PS F203--Peace, War and Security--3 credits
BA F330--Legal Environment of Business--4 credits
BA F317W--Employment Law--3 credits
BA F452W--Internship in Emergency Management--3 credits
BA F490--Services Marketing--3 credits
COMM F300X--Communicating Ethics--3 credits
COMM F335O--Organizational Communications--3 credits
COMM F353--Conflict, Mediation, and Communication--3 credits
GEOS F380--Geological Hazards--3 credits

4. Complete the following (major) courses:*
   HSEM F301--Principles of Emergency Management and Homeland Security--3 credits
   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 F445W,O/2--Business Continuity and Crisis Management--3 credits
   HSEM F456W--Leadership in Dangerous Contexts--3 credits

5. Complete one of the following concentrations:
   Homeland Security
   Complete the following:
   HSEM F406--Comparative Homeland Security--3 credits
   HSEM F408--Homeland Defense and Security--3 credits
   Emergency Management
   Complete the following:
   HSEM F405--Introduction to Emergency Management Exercise Design--3 credits
   HSEM F407--Comparative Emergency Management--3 credits

   • Minimum credits required--120 credits

   * Students must earn a C- grade or better in each course.

C. PROPOSED REQUIREMENTS AS IT WILL APPEAR IN THE CATALOG WITH THESE CHANGES:
(Underline new wording strike through old wording and use complete catalog format)

Major -- BEM Degree

• Complete the general university requirements including 39 upper-division credits.
• Complete the BEM degree requirements*.

1. Complete 33 credits of major requirements from UAF HSEM 200-level courses, the emergency services AAS degree from UAF or any regionally accredited institution within these subject areas: emergency/para-medical, environmental health and safety, fire science, law enforcement, network/cyber security, process technology, public safety or wildland fire, or commensurate military credit from the above subject areas as approved by the program director.

2. Complete the following:*  
   ACCT F261--Principles of Financial Accounting--3 credits
   HSEM/ACCT F271 Fiscal Management for Emergency Management Operations – 3 credits
BA F307--Introduction to Human Resources Management--3 credits
BA F390--Organizational Theory and Behavior--3 credits
BA F457--Training and Management Development--3 credits
ECON F201--Principles of Economics I: Microeconomics--3 credits
ENGL F314W,O/2--Technical Writing--3 credits

3. Complete 6 credits from the following:
   URSA--any course
   HSEM--any course not counted in a) above or in d) below
   STAT F200X--Elementary Probability and Statistics--3 credits
   PSY/SOC F250--Introductory Statistics for Social Sciences--3 credits
   JUST F222--Research Methods--3 credits
   PS F203--Peace, War and Security--3 credits
   BA F330--Legal Environment of Business--4 credits
   BA F317W--Employment Law--3 credits
   BA F452W--Internship in Emergency Management--3 credits
   BA F490--Services Marketing--3 credits
   COMM F300X--Communicating Ethics--3 credits
   COMM F335O--Organizational Communications--3 credits
   COMM F353--Conflict, Mediation, and Communication--3 credits
   GEOS F380--Geological Hazards--3 credits

4. Complete the following (major) courses:*
   HSEM F301--Principles of Emergency Management and Homeland Security--3 credits
   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 F445W,O/2--Business Continuity and Crisis Management--3 credits
   HSEM F456W--Leadership in Dangerous Contexts--3 credits

5. Complete one of the following concentrations:
   Homeland Security
   Complete the following:
   HSEM F406--Comparative Homeland Security--3 credits
   HSEM F408--Homeland Defense and Security--3 credits

   Emergency Management
   Complete the following:
   HSEM F405--Introduction to Emergency Management Exercise Design--3 credits
   HSEM F407--Comparative Emergency Management--3 credits

   Fire Administration
   Complete the following:
   HSEM F439--Supervising Emergency Services--3 credits
   HSEM F440--Advanced Principles of Fire Service Administration--3 credits

- Minimum credits required--120 credits

* Students must earn a C- grade or better in each course.
D. ESTIMATED IMPACT

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

The new course will be fitted into the accounting instructors’ schedule and rotated through the offerings. The class will pull as many students out of Acct 261 as it registers in 271 so there is no impact on SOM, though some Accounting students may choose to take 271 as an additional elective. Classroom space will be required for Acct/HSEM 271.

E. 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)

No impact on programs outside of SOM

F. IF MAJOR CHANGE - ASSESSMENT OF THE PROGRAM:

Description of the student learning outcomes assessment process.

The student learning outcomes assessment process is reviewed annually as part of the School of Management assessment process. As the program grows, the department will research additional learning goals if deemed necessary. Currently, a standardized exam in the field is used to assess student outcomes. This change in the accounting courses will not affect the process of assessing student learning.

JUSTIFICATION FOR ACTION REQUESTED

The purpose of the department and campus-wide curriculum committees is to scrutinize program/degree change applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. If you drop a course, is it because the material is covered elsewhere? Use as much space as needed to fully justify the proposed change and explain what has been done to ensure that the quality of the program is not compromised as a result.

The BEM is a rapidly growing program and the HSEM department increasingly gathers feedback from graduates who are now working (or again working) in the field. This change is in response to “I wish I’d had...” comments as students and graduates review their BEM experience in light of their working experience. Providing a targeted fiscal management course to BEM students made sense, given what the job demands are. For example, writing grants is increasingly a part of HSEM managers’ jobs. Much of public safety is run on various grants. Exposing students in the BEM program to grant writing is an important part of their preparation for their working world.

In addition, many of the BEM students are in the fire service. Offering them a concentration that suits their professions is increasingly important.

APPROVALS: SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE

[Signatures and dates filled in]

Signature, Chair, Program/Department of: [HSEM]
Date: 6 Nov 2014

Signature, Chair, College/School Curriculum Council for: [School of Management]
Date: 11/10/2014

Signature, Dean, College/School of: [Management]
Date: 11/10/2014