

**DEGREE/PROGRAM CHANGE  
FORM C  
Form Number: C2386**

Fields marked with \* are required

**Name of Initiator:** Victor Wai Tung Law    **Email:** [vlaw@unm.edu](mailto:vlaw@unm.edu)    **Phone Number:** 505 277-2565    **Date:** 10-30-2018

Associated Forms exist? No

Initiator's Title Associate Professor

Faculty Contact Victor Law    Administrative Contact Chris Larranaga

Department Organization, Information, and Learning Science    Admin Email chrislal@unm.edu

Branch    Admin Phone 277-2137

**Proposed effective term**

Semester Fall    Year 2019

**Course Information**

Select Appropriate Program Graduate Degree Program

Name of New or Existing Program MA Organization Information & Learning Sciences concentration: Learning Officer

Select Category Concentration    Degree Type MA

Select Action Revision

Exact Title and Requirements as they should appear in the catalog. If there is a change, upload current and proposed requirements.  
See current catalog for format within the respective college (upload a doc/pdf file)

[MA Program Change\\_new.docx](#)  
[MS OILS LO.pdf](#)

☐ Does this change affect other departmental program/branch campuses? If yes, indicate below.

Reason(s) for Request (enter text below or upload a doc/pdf file)  
The Organization, Information and Learning Sciences will update the requirements of two concentrations under the MA Program. i. OD/HRD Concentration Change 1. Adding OILS 554, Consulting and Project Management, to the elective course ii. Learning Office Concentration Change 1. Adding OILS 540, Foundation of HRD and IT, to the required course 2. Adding OILS 551, Training Techniques, to the elective 3. Moving OILS 557, Human Performance Improvement, to the elective The above changes provide a foundational course to the Learning Officer Concentration. In addition, it will offer more electives to the students in the OD/HRD Concentration and the Learning Officer Concentration. All of those courses provide valuable skills to the students to enter the workforce. \*\*\*REG NOTE\*\*\* COLLEGE HAS BEEN ADVISED TO SUBMIT ELECTIVE CHANGES FOR OD/HRD CONC VIA CASCADE WORKFLOW. THIS FORM C REQUESTS REQUIREMENT CHANGES FOR THE LEARNING OFFICER CONCENTRATION ONLY.

Upload a document that includes justification for the program, impact on long-range planning, detailed budget analysis and faculty workload implications.(upload a doc/pdf file)

[Faculty Load Implications for MA changes.docx](#)

☐ Are you proposing a new undergraduate degree or new undergraduate certificate? If yes, upload the following documents.

Upload a two-page Executive Summary authorized by Associate Provost. (upload a doc/pdf file)

Upload memo from Associate Provost authorizing go-ahead to full proposal. (upload a doc/pdf file)

