Training and Development Certificate Revision
Effective Fall 2021

<u>**Rationale:**</u>
This proposal is based on a need to update and correct the Training and Development certificate in the EIU Graduate Catalog. In summary the proposal includes; 1) removal of courses that have either been dropped or are not in line with current training and development technologies; 2) the sharing of courses utilized in the M.S. Talent Development program that will enhanced the certificate program; and 3) the updating of special topics course prefixes.

<u>**Current Catalog:**</u>

Degree Audit: The graduate plan of study is the EIU Degree Audit, which is generated automatically in the Degree Audit Reporting System (DARS) at the time of degree or certificate candidacy. Modifications of the standard EIU Degree Audit are submitted by the graduate coordinator to the certification officer in the Graduate School at the time modifications are approved. The Degree Audit serves as an unofficial summary of requirements for the program. Degree and certificate candidates are advised to review the comprehensive summary of the Degree Audit process specified on the "<u>Requirements for All Degree and Certificate Candidates</u>" section of the Graduate Catalog. Individual programs may require candidates to submit plans of study in addition to the Degree Audit, candidates should consult with the program coordinator.

Course/Curriculum Requirements

Core Coursework: 12 hours

OPD 4840 - Training Program Development will be required for students with no training or human resource development backgrounds. This course will be required in 1st semester if no equivalent course has been taken.

- TEC 5203 - Analysis of Training and Development Issues. Credits: 3
- TEC 5283 - Instructional Design Credits: 3
- TEC 5293 - Strategic Employee Development Credits: 3
- TEC 5443 - Assessment and Evaluation in Workforce Preparation. Credits: 3

Elective Courses

Electives: 6 credit hours

- ODL 4840 - Training Program Development. Credits: 3
  Required in the first semester if no equivalent
- TEC 5213 - Work Performance Technology. Credits: 3
- TEC 5233 - Training Systems Management. Credits: 3
- TEC 5223 - Instructional Technology. Credits: 3
- TEC 5343 - Multimedia and Web Technology. Credits: 3
- ODL 4800 - Strategies and Processes of Teaching and Training. Credits: 3
- ODL 4855 - Web-Based Training and Instruction Credits: 3
- ODL 4860 - Facilitating Learning and Project Groups. Credits: 3
- ODL 4890 - Accelerated Learning and Training. Credits: 3

Proposed Revision:

~~**Degree Audit:** The graduate plan of study is the EIU Degree Audit, which is generated automatically in the Degree Audit Reporting System (DARS) at the time of degree or certificate candidacy. Modifications of the standard EIU Degree Audit are submitted by the graduate coordinator to the certification officer in the Graduate School at the time modifications are approved. The Degree Audit serves as an unofficial summary of requirements for the program. Degree and certificate candidates are advised to review the comprehensive summary of the Degree Audit process specified on the "Requirements for All Degree and Certificate Candidates" section of the Graduate Catalog. Individual programs may require candidates to submit plans of study in addition to the Degree Audit, candidates should consult with the program coordinator.~~

Course/Curriculum Requirements

~~Core Coursework: 12 hours~~

The Training and Development Certificate requires 18 semester hours of study including both required and elective courses. Specific requirements are as follows:

ODL 4840 - Training Program Development will be required for students with no training or human resource development backgrounds. This course will be required in 1st semester if no equivalent course has been taken.

Required Courses

Total Credits: 18
12 semester hours of required course work are listed below. The remaining 6 semester hours are electives that may be selected from the list below.

- TEC 5203 - Analysis of Training and Development Issues. Credits: 3
- TEC 5283 - Instructional Design. Credits: 3
- TEC 5293 - Strategic Employee Development. Credits: 3
- TEC 5443 - Assessment and Evaluation in Workforce Preparation. Credits: 3

Elective Courses

6 semester hours from the following list:

Other special topics ODL 4850, TEC 4970 and TEC 5970 courses as approved by the academic advisor.

Electives: 6 credit hours

- ODL 4840 - Training Program Development. Credits: 3
  Required in the first semester if no equivalent
- TEC 5213 - Work Performance Technology. Credits: 3
- TEC 5233 - Training Systems Management. Credits: 3
- ~~TEC 5223 - Instructional Technology. Credits: 3~~
- ~~TEC 5343 - Multimedia and Web Technology. Credits: 3~~
- ATD 5230 – Talent Development Administration. Credits: 3

- ==ATD 5255 – Facilitating Talent Development. Credits: 3==
- ODL 4800 - Strategies and Processes of Teaching and Training. Credits: 3
- ==ODL 4820 – Change Strategies in Organizations. Credits: 3==
- ==ODL 4845 – Improvement in Organizations. Credits: 3==
- ODL 4855 - Web-Based Training and Instruction. Credits: 3
- ODL 4860 - Facilitating Learning and Project Groups. Credits: 3
- ODL 4890 - Accelerated Learning and Training. Credits: 3

Date approved by the department or school: 2-18-2021
Date approved by the college curriculum committee:
Date approved by the Honors Council *(if this is an honors course):*
Date approved by CAA: CGS: