PROPOSAL TO ESTABLISH A NEW UNDERGRADUATE CERTIFICATE

The completed and signed proposal should be submitted by the Dean’s Office to: curriculumplanning@asu.edu.

Before academic units can advertise undergraduate certificates or include them in their offerings as described in the university catalogs, they must be recommended for approval by the Senate Curriculum and Academic Programs Committee and the University Senate, and be approved by the Office of the University Provost.

Definition and minimum requirements:

These are the minimum requirements for approval. Individual undergraduate certificates may have additional requirements.

An undergraduate certificate is a programmatic or linked series of courses from a single field or one that crosses disciplinary boundaries and may be free-standing or affiliated with a degree program. The certificate provides a structured and focused set of courses that can be used to enhance a student’s baccalaureate experience or professional development.

An undergraduate certificate program:
- Requires a minimum of 15 semester hours of which at least 12 semester hours must be upper division
- Requires a minimum grade of “C” or better for all upper division courses
- Consists of courses that must directly relate in whole or large part to the purpose of the certificate. Example: Geographic area certificates must include only courses specific to the title of the certificate, other than a non-English language
- Is cross disciplinary; or,
  - Certified by a professional or accredited organization/governmental agency; or,
  - Clearly leads to advanced specialization in a field; or,
  - Is granted to a program that does not currently have a major

College/School/Institute: College of Health Solutions
Department/Division/School: School of Nutrition and Health Promotion
Proposed Certificate Name: Personal Fitness Training
Requested effective Date: 2017-18
Delivery method: On-campus only (ground courses and/or iCourses)

Note: Once students elect a campus or On-line option, students will not be able to move back and forth between the on-campus and the ASU Online options. Approval from the Office of the Provost and Philip Regier (Executive Vice Provost and Dean) is required to offer programs through ASU Online.

Campus/Locations:
Indicate all locations where this program will be offered.
- Downtown Phoenix
- Polytechnic
- Tempe
- Thunderbird
- West
- Other:

Proposal Contact
Name: Joseph Marsit
Phone number: 602-496-1869
Title: Lecturer
Email: joseph.marsit@asu.edu

DEAN APPROVAL(S)

This proposal has been approved by all necessary unit and College/School levels of review. I recommend implementation of the proposed organizational change.

College/School/Division Dean name: Julie Liss
Signature
Date: 2/7/20

College/School/Division Dean name: (if more than one college involved)
Signature
Date: / /20

Note: An electronic signature, an email from the dean or dean’s designee, or a PDF of the signed signature page is acceptable.
1. Overview

A. Provide a brief description of the new certificate.
   The personal fitness training certificate will provide students with the basic knowledge required to attain an entry-level fitness certification and provide competent instruction for safe implementation of fitness programs for those in the general, healthy population.

B. This proposed certificate (check one):
   - [ ] Is cross disciplinary; or
   - [ ] Is certified by a professional or accredited organization/governmental agency; or,
   - [X] Clearly leads to advanced specialization in a field; or,
   - [ ] Is granted to a program that does not currently have a major.

C. Why should this be a certificate rather than a concentration or a minor?
   Completion of this certificate will provide students with a structured and focused set of courses that will enhance their personal knowledge; or the certificate can be used to make graduates more marketable with their own baccalaureate degree. The certificate provides the information required for entry-level positions in the field of exercise and wellness and should not be a concentration area as students in the Exercise and Wellness major will be eligible to attain advanced-level accredited certifications and positions of higher rank.

D. Affiliation
   If the certificate program is affiliated with a degree program, include a brief statement of how it will complement the program. If it is not affiliated with a degree program, incorporate a statement as to how it will provide an opportunity for a student to gain knowledge or skills not already available at ASU.
   The personal fitness training certificate will be able to provide an opportunity to students in non-Exercise and Wellness majors that may have a need for entry-level fitness instruction to compliment parts of their job or future opportunities. For some career opportunities, such as health coach or medical practitioner, a professional may be asked to provide an opinion, design or evaluate a basic physical fitness program for a client or patient; the certificate provides the opportunity for those students to get the basic knowledge in this area that they may need to be more competitive when applying for future positions. This certificate will utilize classes currently being offered by the undergraduate Exercise and Wellness degree and will not compete with those graduates as it will only provide the competency to students to acquire entry-level fitness certifications.

E. Demand
   Explain the need for the new certificate (e.g., market demand, interdisciplinary considerations).
   Preventative medicine is becoming a more widely used and a recognized necessity to provide health solutions for the 21st century. Physical activity is the leading component of preventative medicine; having this certificate will make our students better health care practitioners in the future.

F. Projected enrollment
   What are enrollment projections for the first three years?

<table>
<thead>
<tr>
<th></th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Students (Headcount)</td>
<td>12</td>
<td>30</td>
<td>60</td>
</tr>
</tbody>
</table>
2. Support and Impact

A. Faculty governance
   Provide a supporting letter from the chair of the academic unit verifying that the proposed certificate has received faculty approval through appropriate governance procedures in the unit and that the unit has the resources to support the certificate as presented in the proposal, without impacting core program resources.

   see attached

B. Other related programs
   Identify other related ASU programs and outline how the new certificate will complement these existing ASU programs. (If applicable, statements of support from potentially-affected academic unit administrators need to be included with this proposal submission.)
   There are few related programs to this proposed certificate due to the fact that Exercise and Wellness is the only physical activity and exercise related degree at ASU. Students participating in the healthy lifestyles coaching degree and kinesiology may see the need to have a practical and applied understanding of exercise when moving into their full-time careers.

C. Letter(s) of support
   Provide a supporting letter from each college/school dean from which individual courses are taken.
3. Academic Curriculum and Requirements

A. Knowledge, competencies, and skills

List the knowledge, competencies, and skills (learning outcomes) students should have when they complete this proposed certificate. Examples of program learning outcomes can be found at (http://www.asu.edu/oue/assessment.html).

Students will possess the knowledge and skill to:
- instruct and create a resistance training program for healthy individuals
- instruct and create a flexibility and cardio-vascular training program for healthy individuals
- properly screen and introduce a healthy individual to a physical activity program
- understand fitness facility operations and management

B. Admissions criteria

List the admissions criteria for the proposed certificate. If they are identical to the admission criteria for the existing major and degree program under which this certificate will be established, please note that here.

Same criteria used for Exercise and Wellness degree students

C. Curricular structure

Provide the curricular structure for this certificate. Be specific in listing required courses and specify the total minimum number of hours required for the certificate.

Required certificate courses

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
<th>Is this a new Course?</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXW</td>
<td>214</td>
<td>Flexibility Instructional Competency Laboratory</td>
<td>No</td>
<td>2</td>
</tr>
<tr>
<td>EXW</td>
<td>216</td>
<td>Muscular Strength Instructional Competency Laboratory</td>
<td>No</td>
<td>2</td>
</tr>
<tr>
<td>EXW</td>
<td>218</td>
<td>Cardiovascular Instructional Competency Laboratory</td>
<td>No</td>
<td>2</td>
</tr>
<tr>
<td>EXW</td>
<td>302</td>
<td>Fundamentals of Wellness, L</td>
<td>No</td>
<td>3</td>
</tr>
<tr>
<td>EXW</td>
<td>320</td>
<td>Management and Leadership in Exercise and Wellness</td>
<td>No</td>
<td>3</td>
</tr>
<tr>
<td>EXW</td>
<td>335</td>
<td>Physical Activity and Fitness Concepts</td>
<td>No</td>
<td>3</td>
</tr>
</tbody>
</table>

Section sub-total: 15

Elective certificate courses (choose 1 of 3)

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Title</th>
<th>Is this a new Course?</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXW</td>
<td>344</td>
<td>Physical Activity in Health and Disease</td>
<td>No</td>
<td>3</td>
</tr>
<tr>
<td>EXW</td>
<td>400</td>
<td>Stress Management for Wellness</td>
<td>No</td>
<td>3</td>
</tr>
<tr>
<td>EXW</td>
<td>410</td>
<td>Obesity Perspectives and Prescriptions</td>
<td>No</td>
<td>3</td>
</tr>
</tbody>
</table>

Section sub-total: 3
Other certificate requirements

E.g. – Capstone experience, internship, clinical requirements, field studies, foreign language skills as applicable

Credit Hours

Section sub-total:

Total minimum credit hours required for certificate 18

D. Minimum residency requirement
   How many hours of the certificate must be ASU credit?
   12

E. New Courses
   Provide a brief course description for each new course.
   None

   Note: All new required courses should be submitted in Curriculum Changemaker and ready for Provost’s Office approval before this certificate is put on Curriculum and Academic Programs Committee (CAPC) agenda.
4. Administration and Resources

A. Administration
How will the proposed certificate be administered (including admissions, student advisement, retention, etc.)?
The certificate will be administered using the same resources currently utilized by the exercise and wellness degree. This
includes admissions, advisement and retention.

B. Resources
What are the resource implications for the proposed certificate, including any projected budget needs? Will new books,
library holdings, equipment, laboratory space and/or personnel be required now or in the future? If multiple units/programs
will collaborate in offering this certificate please discuss the resource contribution of each participating program. Letters of
support must be included from all academic units that will commit resources to this certificate.

As the certificate program grows, there may be a need to increase the number of sections required in the course competency
labs. However, in the short term, there is sufficient faculty and other resources to cover this certificate, no new resources are
required.

C. Primary Faculty
List the primary faculty participants regarding this proposed certificate. For interdisciplinary certificates, please include the
relevant names of faculty members from across the University.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Area(s) of Specialization as they relate to proposed certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holly Aguila</td>
<td>Instructor</td>
<td>Physical Activity and Health and Foundations of Wellness</td>
</tr>
<tr>
<td>Janelle Anderson</td>
<td>Instructor</td>
<td>Foundations of Wellness</td>
</tr>
<tr>
<td>Simon Holzapfel</td>
<td>Clinical Assistant Professor</td>
<td>Physical Activity and Health</td>
</tr>
<tr>
<td>Joe Marsit</td>
<td>Lecturer</td>
<td>Management and Leadership</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Resistance Training</td>
</tr>
<tr>
<td>Jonathan Kurka</td>
<td>Instructor</td>
<td>Flexibility</td>
</tr>
<tr>
<td>Laura Kobar</td>
<td>Instructor</td>
<td>Cardio-vascular exercise</td>
</tr>
</tbody>
</table>

5. Additional Materials

A. Complete and attach the Appendix document.
B. Provide one or more model programs of study (if appropriate).
C. Attach other information that will be useful to the review committees and the Office of the Provost.

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PROVOST OFFICE APPROVAL(S)

This proposal has been approved by all necessary Provost office levels of review. I recommend implementation of the
proposed organizational change.

Office of the University Provost

Signature: [Signature] Date: [Date]

Note: An electronic signature, email, or a PDF of the signed signature page is acceptable.
APPENDIX
OPERATIONAL INFORMATION FOR UNDERGRADUATE CERTIFICATES
(This information is used to populate the Degree Search/catalog website.
Please consider the student audience in creating your text.)

A. Proposed Certificate Name:
   Personal Fitness Training

B. Description (150 words maximum)
The personal fitness training certificate provides students with the knowledge, skills and competencies they will need to
design physical activity programs and give instruction in them to a relatively healthy population that is interested in
improving general fitness and lowering the risk of developing hypokinetic disease. After completion of the certificate,
students will have the ability to obtain an entry-level fitness certification through any accredited association.

C. Contact and Support Information
   Building Name, code and room number: (Search ASU map) HLTHS 444AA
   Program office telephone number: (i.e. 480/965-2100) 602/496-3300
   Program Email Address: chs@asu.edu
   Program Website Address: https://chs.asu.edu

D. Program Requirements: Provide applicable information regarding the program such as curricular restrictions or
   requirements, specific course lists, or academic retention requirements.
   Required Courses (15 credit hours)
   EXW 214 Flexibility Instructional Competency Laboratory (2)
   EXW 216 Muscular Strength Instructional Competency Laboratory (2)
   EXW 218 Cardiovascular Instructional Competency Laboratory (2)
   EXW 302 Fundamentals of Wellness, L (3)
   EXW 320 Management and Leadership in Exercise and Wellness (3)
   EXW 335 Physical Activity and Fitness Concepts (3)

   Select one course from below (3 credit hours)
   EXW 344 Physical Activity in Health and Disease (3)
   EXW 400 Stress Management for Wellness (3)
   EXW 410 Obesity Perspectives and Prescriptions (3)

   Students must earn a minimum grade of “C” (2.00) in all courses in the certificate.

   Depending on a students’s undergraduate program of study, prerequisite courses may be needed in order to complete the
   requirements of this certificate. The following prerequisite courses are needed in order to complete the requirements of this
   certificate: BIO 201 Human Anatomy and Physiology I, SG (4); BIO 202 Human Anatomy and Physiology II, SG (4);
   EXW 101 Foundations in Exercise Science and Wellness (3); PSY 101 Introduction to Psychology, SB (3).

   In order to receive the certificate, students must complete their bachelor’s degree at ASU along with all certificate
   requirements.

E. Additional Admission Requirements If applicable list any admission requirements (freshman and/or transfer) that are
   higher than and/or in addition to the university minimum undergraduate admission requirements.
   Students interested in pursuing the certificate should speak with an academic advisor in the College of Health Solutions.

F. Delivery/Campus Information Delivery: On-campus only (ground courses and/or iCourses)
   Note: Once students elect a campus or On-line option, students will not be able to move back and forth between the on-
campus and the ASU Online options. Approval from the Office of the Provost and Philip Regier (Executive Vice Provost and
Dean) is required to offer programs through ASU Online.

G. Campus/Locations:
   Indicate all locations where this program will be offered.
   ✓ Downtown ☐ Polytechnic ☐ Tempe ☐ Thunderbird ☐ West Other:
   Phoenix
September 2, 2016

Keith D. Lindor, MD
Dean
College of Health Solutions

Dear Keith:

As the interim associate director for the Exercise Science and Health Promotion (ESHP) program, I have reviewed the proposal for the Personal Fitness Training certificate and fully support it moving forward. This certificate will be offered through the Exercise and Wellness undergraduate degree program. It was presented by the Exercise and Wellness (EXW) undergraduate degree curriculum coordinator at an ESHP faculty meeting for review and comment; and was presented in full detail to the members of the EXW undergraduate curriculum committee, who voted in full support of the certificate.

The certificate will utilize classes currently being offered in the EXW degree program. The 200 level courses that will be utilized by the certificate are part of the core courses for the larger EXW degree; however, they are currently taught in multiple sections each semester as well as during the summer session and the program has the resources to increase the number of sections should that become a necessity in years to come. The upper division courses chosen for the certificate are elective classes for the EXW degree and are offered in large sections both face-to-face and in iCourse formats. These courses are capable of expanding when needed to accommodate a larger number of students. EXW program resources will not be negatively impacted by the addition of this certificate and will most likely be improved through the addition of “outside” student participation in this certificate.

There is great potential value in having a certificate that will bolster the skill set of students graduating with degrees from the College of Health Solutions as well as offering a certificate specific to a line of work that many college students use to earn income over their college career.

Sincerely,

Steven P. Hooker, Ph.D., FACSM, FNAK (#528)
Associate Dean of Research, College of Health Solutions
Interim Director, School of Nutrition and Health Promotion
Interim Associate Director and Professor, Exercise Science and Health Promotion
Senior Sustainability Scientist, Global Institute of Sustainability
Support Letter from Tannah Broman, Kinesiology:
I am fully in support of this certificate. I think a number of KIN majors would see value in this certificate as many of them, though they have intentions of going to PT school, would like to incorporate personal training into their future practice. In addition, this may help to retain students in our degree who might otherwise change to different major when the realized their GPA may not be high enough for graduate school. This would allow those students to stay in the degree but to have a career option available upon graduation. Lastly, from a broader perspective, I could see students in a number of majors (such as nutrition, health education, etc.) being interested in augmenting their degree with this certificate.

Tannah Broman, M.S.
Principal Lecturer, Exercise Science and Health Promotion
Coordinator, Kinesiology