



Pittsburg State University Faculty Senate Meeting

Date: Monday, November 25, 2019
Time: 3:00 p.m.
Location: Sunflower Room, Overman Student Center

AGENDA

- I. Call to order**
- II. Approval of October 28, 2019 minutes**
- III. Announcements**
 - A. Provost and Vice President of Academic Affairs- Dr. Howard Smith**
 - B. PSU/KNEA Remarks- Grant Moss**
 - C. Student Senate Remarks- Alexis Houser**
 - D. Unclassified Professional Senate Remarks- Brad Stefanoni**
 - E. University Support Staff Remarks- Terry Pierce**
 - F. Faculty Senate Report- Kevin Bracker**
- IV. Committee Reports**

(Reports from committees will begin with Undergraduate Curriculum committee followed by Academic Affairs)

 - A. Academic Affairs Committee—Chair: Steve Cox**
 - Undergraduate Curriculum Subcommittee—**Chair: Nico Prelogar (Cole Shewmake Reporting)**
 - Library Services/Learning Resources Subcommittee—**Chair: Gail Yarick**

- Online and Distance Learning Committee—**Chair: Krissy Lewis (Kevin Bracker Reporting)**
- Academic Honors Subcommittee—**Chair: Janice Jewett (Cliff Morris Reporting)**
- Honors College Subcommittee—**Chair: Rebeca Book**
- Writing Across the Curriculum Subcommittee—**Chair: Alex Binder**
- Diversity and Multicultural Affairs Subcommittee—**Chair: Jason Reid (Kevin Bracker Reporting)**

B. Student-Faculty Committee—Chair: Daniel Maxwell

C. All University Committee—Chair: Jennifer Harris

D. Faculty Affairs Committee—Chair: Andrea Kent-McConnaughey

E. Constitution Committee—Chair: Mark Johnson (Kevin Bracker Reporting)

F. Pitt State Pathway Committee—Chair: Michelle Hudiburg

G. Budget Committee—Chair: Linden Dalecki (Kevin Bracker Reporting)

All University Committees or Other Appointments

1. Academic Honesty Committee—Chair: Cole Shewmake

V. Unfinished Business:

VI. New Business:

VII. Open Forum:

VIII. Adjournment

Next Faculty Senate Meeting: December 9, 2019 -- 3:00 pm

Academic Affairs – No report

Undergraduate Curriculum –

Library Services – No report

Online and Distance Learning – November Online & Distance Learning Committee Report

The Online & Distance Learning Committee met on November 1st to discuss action items for the year. Shawnee Hendershot attended the meeting to provide a report of the RPK prototype group regarding online learning. The committee concluded with a list of actionable items that include:

1. Branding PSU's online programs (Pittstate Online)
2. Easy access to student resources and information on a landing page (chat feature, support and resource links, etc.)
3. Promoting online programs (testimonials and videos)
4. Consider developing a strategic plan for online and distance learning
5. Discuss possibility of developing fully online undergraduate programs

Academic Honors – The Academic Honors Committee does not have anything to report at this time. We have completed our review of proposals and the students are in the process of completing their projects.

Honors College – Will be meeting on Dec. 3rd at 11:00 in Axe 114

Writing Across the Curriculum – No report

Diversity and Multicultural Affairs – Attendees: Jason Reid, Tatiana Goris, Browyn Conrad, Jessica Jorgenson Borchert, Charity Woodward, Wei Sha

1. Minutes were approved with no changes.
2. Faculty Diversity Survey -- Questions to be included in the Faculty Diversity Survey were discussed. The purpose of the Faculty Diversity Survey is to provide supporting documentation for Pittsburg State University's upcoming HLC Accreditation. Conclusions from the discussions included:
 - a. Reducing the number of survey questions to 10.
 - b. Using selection-based questions rather than open ended questions.
 - c. Creating a shared MS Word Document to be used to collaborate the creation of the survey questions.
 - d. Determine the values HLC has for diversity so the questions can be crafted to align with HLC requirements

Student-Faculty – No report

All-University – No report

Faculty Affairs –

Constitution – No report

Pitt State Pathway – Committee update from 11/14/2019

1. Submitted for full approval by the Faculty Senate – (FIN 210, HIST 207, REC 350, PHIL 206, GT 210).
2. Reviewing 1 new course AT 101 Automotive Maintenance for All Majors

Budget Committee – No report

Academic Honesty – One new Maxient tracking report

Request for New MajorDepartment: Family & Consumer Sciences
online as a Hybrid__College: Arts & Sciences

This program is to be offered 50% or more

Submission Date: 02/05/19

This program is to be offered fully online__

Effective: Fall, 2020

(Year)

Contact Person: Duane Whitbeck Faculty member ChairTitle of Proposed Major: Early Childhood Unified: Birth through Kindergarten

Delivery Method:

- Face-to-Face
 On-line
 Hybrid

If face-to-face/hybrid, location offered: Pittsburg State University

Purpose/Justification for Major: The current Early Childhood Unified: Birth - 3rd grade major is being discontinued by the PSU College of Education. They are shifting to the new Elementary Unified degree. This ECU: Birth - K will fill the hole left by the departing program. Students with this major will be able to have a teaching licence for the age range and fill jobs that require this degree.

Is this new major proposal related to, and/or may affect, any major, degree, or program at any other Regent university?
 Yes No

Whether a "yes" or "no" response, please provide an explanation.

Students that select this degree will include some of those that had been in the ECU: Birth - 3rd grade program and some that are in the Family & Consumer Sciences - Child Development program.

Is this new major proposal related to, and/or may affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
 Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Early Childhood Special education courses will still be provided by the PSU Department fo Education. There will be four courses taught as a part of the current teacher education curriculum that will be required for this major.

Please complete the Kansas Board of Regent forms located at http://www.kansasregent.org/academic_affairs/new_program_approval and list the proposed curriculum for the major, in section 2 (II) under "Curriculum Outline" of the forms. Please input the proposed curriculum as you wish it to appear in the next catalog. If you have any questions about the KBOR forms, please contact the Provost's administrative officer at x4113.

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
none

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
 Yes No *If "yes," please realize that it will need to gain approval of the President's Council.*

Please give the rationale for additional student fees:

3. Will this major have specific General Education courses required? Yes No
Please realize that it will need to gain approval of the General Education Committee.

4. Will this major affect any education majors? Yes No
If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this major (e.g. staffing, equipment, etc.)?
none

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

Approved: Department Chairperson
Date 5/6/19 Signature, Department Chairperson [Signature]

Approved: College Curriculum Committee
Date 5/9/19 Signature, College Curriculum Committee Chair [Signature]

Approved: Dean of College
Date 5/9/19 Signature, Dean [Signature]

Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____

Approved: Council for Teacher Education (if applicable)
Date 10/2/17 Signature, Council for Teacher Education Chair [Signature]

Approved: Faculty Senate University Undergraduate Curriculum Committee
Date _____ Signature, Undergraduate Curriculum Committee Chair _____

Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Final approved packet forwarded to Provost's office.
Date _____ Signature, Recording Secretary, Faculty Senate _____

Approval at Kansas Board of Regents level:

- COCAO (First Reading) Date: _____
- COCAO (Second Reading) Date: _____
- COPS Date: _____
- KBOR Date: _____

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" and uploaded as well. Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Following Faculty Senate Approval, SUBMIT SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL) FOR FORWARDING TO THE KANSAS BOARD OF REGENTS FOR BOARD APPROVAL. (MUST BE ENTERED INTO KBOR PI/CIP SYSTEM AT TIME OF SUBMISSION TO KBOR).

Please Note: This is at least a 2-3 month campus process from the time of first submission and is designed to eliminate concerns and questions at the beginning. Following this campus process, it will be an additional 4-5 months to obtain approval at the Board level. Any questions/concerns not addressed prior to the review by the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month

added to the process, before it is sent to the Kansas Board of Regents for approval, which may result in a delay in implementation.

IMPORTANT: NEW MAJOR PROPOSALS SHOULD BE UPLOADED TO THE APPROPRIATE COLLEGE PRELIMINARY LEGISLATION BRIEFCASES NO LATER THAN THE OCTOBER LEGISLATION MONTH. THIS IS TO ALLOW FACULTY SENATE APPROVAL AT THE DECEMBER MEETING, AND KBOR REVIEW, APPROVAL, AND IMPLEMENTATION FOR THE FOLLOWING FALL SEMESTER.

FORMS TO ACCOMPANY PROPOSAL

The following items will be prepared and submitted with the proposal:

- A. PSU Request for New Major Form (preceding)
- B. PSU Legislative Process Authorization/Notification Sign-off Sheet (preceding)
- C. KBOR Application for New Program, located at

[http://www.kansasregents.org/academic affairs/new program approval](http://www.kansasregents.org/academic_affairs/new_program_approval) requires the following:

- 1. KBOR Program Proposal Narrative
- 2. KBOR New Degree Request
- 3. KBOR Curriculum Outline
- 4. KBOR Fiscal Summary for Proposed Academic Program

**Kansas Board of Regents
Academic Affairs
PROPOSAL FOR A NEW DEGREE PROGRAM**

Format. Font: Times New Roman, 11-point; Margins: top/bottom -- 1 inch; left/right -- .08 inch
Should a scroll bar appear, you have exceeded your limit. Only what appears in the designated space will be posted.

A. General Information

1. Institution: Pittsburg State University
2. Program Identification:
 - Degree Level: Baccalaureate Program
 - Program Title: Early Childhood Unified: Birth - Kindergarten
 - Degree to be Offered: BSE
 - Responsible Department or Unit: Family & Consumer Sciences
 - CIP Code: 13.1209 Proposed Implementation Date: Fall 2020
 - Total Number of Semester Credit Hours for the Degree: 120

B. Justification and Program Demand

1. Justification:

In the space below, provide a brief description of the program and indicate why this program is important to your institution and to the state of Kansas. (Please refer to Format directions above.)

This proposed program will replace an existing program. Pittsburg State University has offered the Early Childhood Unified: Birth through 3rd Grade degree and teaching license since 2007. It has been a collaborative program offered by the Department of Teaching and Learning and the Family and Consumer Sciences - Child Development program. The PSU College of Education Teaching and Learning department has, with the introduction of the new Elementary Unified degree, selected to no longer offer the ECU Birth - 3rd grade degree. It has been the intention for many years for the Family & Consumer Sciences department to offer the Early Childhood Unified: Birth through Kindergarten degree. With the discontinuation of the Birth - 3rd grade degree and the support of the College of Education, the time is right to begin this program.

The ECU: Birth - K will fill a hole created by the ending of the ECU: Birth - 3rd program. It will capitalize on the strengths of our existing Child Development program and continue the collaboration between the two departments, but with the primary leadership shifting now to Family & Consumer Sciences. This program will run parallel to the Child Development program which is a concentration under the Family & Consumer Sciences major. The graduates of the child development program are employed in programs such as Head Start and community early childhood programs which do not require licensure.

The ECU: Birth - Kindergarten program will include the courses from the Child Development program that currently exist and, the courses in the existing Early Childhood Special Education minor, and will have added the Teacher Education courses needed for licensure.

2. Demand: Select one of the two options for indicating student demand:

Option A. Survey of Student Interest

Number of surveys administered:	40
Number of completed surveys returned:	<u>36</u>
Percentage of students interested in program: ...	<u>20</u>

Option B. Market Analysis

Attach a one-page analysis that reflects trends, changing student demographics, curricular growth patterns, etc., to forecast student demand for this program. *(Please note formatting information and provide citations for sources.)*

3. Demand: Projected Enrollment for the Initial Three Years of the Program

Indicate how many students/credit hours are projected in the charts below.

Year	Headcount		Sem Credit Hrs	
	Full-Time	Part-Time	Full-Time	Part-Time
Implementation	10	0	160	
Year 2	20	0	320	
Year 3	30	0	480	

4. Demand: Employment

In the space below, provide a brief narrative of projected job openings for graduates of this program. This may include such sources as the Kansas labor market information from the KS Department of Labor and/or the US Department of Labor. *(Please note formatting information and provide citations for sources.)*

This program prepares professionals to meet the learning and developmental needs of all infant, toddler, preschool and kindergarten-age children, including those at-risk for and with disabilities. Through an interdisciplinary approach that integrates developmentally appropriate child development, early education and early childhood special education strategies for young children and their families.

The program content knowledge and performance goals are aligned with the Kansas teacher license standards for the ECU birth through kindergarten (age 6) content area and the professional education standards. The proposed program was submitted to the Kansas State Department of Education for review and passed during the Spring 2019 review.

Students graduating with this degree will be able to work in programs serving infants through kindergarten that require a teaching license. Programs requiring a teaching license includes kindergarten, 4-year-old at risk preschools, & early childhood special education.

C. Curriculum

1. Admission/Requirements:

In the space below, describe the admission standards for the program.

Admittance to Teacher Education

Completion of the following Academic Standards:

- a. Cumulative GPA = 2.80
- b. In-Major GPA = 3.00 with no grade below a "C"
- c. Completion of All courses listed under Family & Consumer Sciences, Education, Psychology & Lab Experiences.
- d. Completion of a minimum of 100 credit hours.
- e. A grade of "C" or higher in 1. FCS 285 Lifespan Human Development; 2. PSYCH 357 Educational Psychology; 3. FCS 391 Interacting with children & FCS 391: Preschool Lab
- f. At least 6 hours of resident credit at PSU

3. Successful completion of

- a. The Multi-cultural requirement in PSYCH 357
- b. Tutoring Project in SPED 511: Overview of Children with Disabilities Birth through 6th Grade.

2. Courses:

Attach a one-page semester-by-semester degree plan.

D. Core Faculty

1. Inventory

Provide an inventory of core faculty directly involved with program. For each faculty member, provide the following information.

If applicable, place an * next to the faculty member who will direct this program.

Rank refers to *Adjunct, Instructor, Assistant Professor, Associate Professor, Professor, etc.*

FTE refers to *Full Time Equivalent* to this program (1.0 = full time)

Faculty Name	Rank	Highest Degree	Tenure Track Y/N	Academic Area of Specialization	FTE to Proposed Program
*Amber Tankersley	Associate Profes	Ph.D	Y	Early Childhood Education	.25
Duane Whitbeck	Professor	Ed.D	Y	Child Development	.1
Kari Cronister	Instructor	MS	N	Child Development	.25
Shawnee Hendershot	Assistant Profess	Ph.D	Y	Child Development	.25
Marti York	Associate Profes	Ed.D	Y	Early Childhood Special Education	.25

2. Identify the number of graduate assistantships that will be assigned to the program: 0

E. Expenditures and Revenue:

Please complete the information below and provide explanations* as clearly-labeled attachments.

I. EXPENDITURES	List Amounts in Dollars		
	First FY	Second FY	Third FY
Personnel – Reassigned or Existing Positions* <i>(*Provide written explanations as necessary and attach to this document)</i>			
Faculty	\$52,221	\$53,264	\$54,331
Administrators (other than instruction time)	\$10,800	\$11,124	\$11,457
Graduate Assistants	0	0	0
Support Staff for Administration (e.g., secretarial)	\$3,584	\$3,691	\$3,602
Fringe Benefits (total for all groups)	\$12,282	\$12,554	\$12,834
Other Personnel Costs			
Total Existing Personnel Costs – Reassigned or Existing	\$78,887	\$80,833	\$82,424
Personnel – New Positions* <i>(*Provide written explanations as necessary and attach to this document)</i>			
Faculty			
Administrators (other than instruction time)			
Graduate Assistants			
Support Staff for Administration (e.g., secretarial)			
Fringe Benefits (total for all groups)			
Other Personnel Costs			
Total New Personnel Costs – New Positions	\$ 0	\$ 0	\$ 0
Start-up Costs – One-Time Expenses* <i>(*Provide written explanations as necessary and attach to this document)</i>			
Library/learning resources			
Equipment/Technology			
Physical Facilities: Construction or Renovation			
Other			
Total Start-up Costs	\$ 0	\$ 0	\$ 0
Operating Costs – Recurring Expenses* <i>(*Provide written explanations as necessary and attach to this document)</i>			
Supplies/Expenses	\$500	\$500	\$500
Library/learning resources			
Equipment/Technology			
Travel	\$1,000	\$1,000	\$1,000
Other			
Total Operating Costs	\$1,500	\$1,500	\$1,500
GRAND TOTAL COSTS	\$80,387	\$82,133	\$83,924

II. FUNDING SOURCES* <i>(projected as appropriate)</i> <i>(*Provide written explanations as necessary and attach to this document)</i>	<i>List Amounts in Dollars</i>			
	Current	First FY (New)	Second FY (New)	Third FY (New)
Tuition / State Funds		\$72,980	\$148,880	\$227,700
Student Fees				
Other Sources **				
GRAND TOTAL FUNDING	\$ 0	\$72,980	\$148,880	\$227,700
Projected Surplus/Deficit <i>(Grand Total FUNDING minus Grand Total Costs)</i>		-\$7,407	\$66,747	\$143,776

****Other Sources:**

As appropriate for each source, please describe the length of financial commitment and note the expiration date. (Examples could include federal, state, and/or private grants, etc.)

Institutional Contact Person:

Name: Duane Whitbeck

E-mail: dwhitbeck@pittstate.edu

Date of Proposal Submission: May 6, 2019

Submit completed form to Max Fridell, mfridell@ksbor.org.

Please submit the following with this proposal:

B.2: One-Page Market Analysis (if you chose *Option B*)

C.2: One-Page Semester-By-Semester Degree Plan

E: Expenditures and Funding Sources (as needed)

PittState

Early Childhood Unified Birth through Kindergarten

Family & Consumer Sciences

<p>FRESHMAN YEAR</p> <p>UGS 150 Gorilla Gateway2 hours FCS 100 Career Management in FCS.....1 hours ENGL 101 English Composition3 hours Human Experiences /Human Systems3 hours Quantitative/Analytic Methods3 hours PSYCH 155 General Psychology3 hours</p> <p>Total Credits15 hours</p>	<p>FRESHMAN YEAR</p> <p>Human Systems (SOC 110 or WGS 399)..... 3 hours COMM 207 Speech Communication..... 3 hours FCS 285 Lifespan Human Development..... 3 hours Human Experience..... 3 hours Wellness Strategies 1 hours MUSIC 140 Children's Music or EDUC 321 Methods of Creative Expression 3 hours</p> <p>Total Credits..... 16 hours</p>
<p>SOPHOMORE YEAR</p> <p>FCS 290 Intro & Overview of Childhood Prog3 hours % BIOL 113 Environmental Life Science4 hours FCS 230 Consumer Education3 hours ENGL 299 Introduction to Research Writing.....3 hours Elective3 hours</p> <p>Total Credits 16 hours</p>	<p>SOPHOMORE YEAR</p> <p>EDUC 261 Explorations in Education 3 hours FCS 203 Nutrition and Health 3 hours FCS 390 Interacting with Children 3 hours FCS 391 Practicum 1 hours HHP 260 First Aid/CPR..... 2 hours Elective..... 3 hours</p> <p>Total Credits.....15 hours</p>
<p>JUNIOR YEAR</p> <p>EDTH 330 Technology for the Classroom3 hours FCS 490 Developmental Planning.....3 hours FCS 491 Preschool Lab.....1 hours FCS 590 Development of the Child: Birth-Age 83 hours SPED 450 Methods Preschoolers with Disabilities.....2 hours @ Elective3 hours</p> <p>Total Credits 15 hours</p>	<p>JUNIOR YEAR</p> <p>EDUC 322 Early Literature/Language Dev. 2 hours % EDUC 323 Literature for Young Children..... 1 hour % FCS 392 Infant/Toddler Development..... 3 hours FCS 591 Supervised Student Teaching--Preschool 5 hours SPED 350 Methods Infants/Toddlers with Disabilities...2 hours % SPED 511 Overview of SPED, Birth-6th Grade 3 hours</p> <p>Total Credits.....16 hours</p> <p>Note: Must be admitted to Teacher Education for Senior Year coursework.</p>
<p>SENIOR YEAR</p> <p>EDUC 307 Clinical Experience1 hours FCS 470 Professional & Social Skills3 hours @ EDUC 366 Primary Reading w/Practicum4 hours FCS 480 Dynamics of Family Relationships.....3 hours @ PSYCH 357 Educational Psychology3 hours</p> <p>Total Credits 14 hours</p>	<p>SENIOR YEAR</p> <p>SPED 580 Assessment of Young Children 3 hours % EDUC 464 Foundations of Measurement & Eval..... 3 hours FCS 690 Parent/Professional Relationships 3 hours EDUC 345 TP: Internship--Kindergarten..... 3 hours FCS 572 Senior Seminar 1 hours</p> <p>Total Credits.....13 hours</p>



Dr. Duane Whitbeck, Department Chairperson, Family & Consumer Sciences
dwhitbeck@pittstate.edu 620-235-4456

@ Fall only
 % Spring only

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences College: Arts & Sciences
 Submission Date: September 2019

Contact Person: Kris Lawson, John Daley

Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Refining title and course description will only affect the History program

Purpose/Justification for Revision to Course: Revising course title and description to reflect content that has always been taught in this course.

Existing Course:

Course Number: HIST 518

Title of Course: Nazi Germany and the Holocaust

Credit Hours: 3

Prerequisite: HIST 102 World History from 1500, its equivalent or permission of instructor.

Course Description (as it appears in the current catalog): The life and times of Adolf Hitler, the rise of the Nazis, the participation of Germany in World War II, and the Holocaust.

Proposed Course:

Course Number: HIST 518

Title of Course: Germany 1871-1945

Credit Hours: 3

Prerequisite: HIST 102 World History from 1500, its equivalent or permission of instructor.

Course Description (as it will appear in the next catalog): The history of Germany between 1871 and 1945 with special emphasis on Bismarck and the origins of the modern German state, Wilhelmine Germany, the Weimar Republic, fragmentation of the political left, the rise of Adolf Hitler and the Nazis, and the Holocaust.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 4.Sep,'19 Signature, Department Chairperson [Signature]
- Approved: College Curriculum Committee
Date 10-2-19 Signature, College Curriculum Committee Chair [Signature]
- Approved: Dean of College
Date 10-2-19 Signature, Dean [Signature]
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 10-18-19 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

Please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences

College: Arts & Sciences

Submission Date: September 2019

Contact Person: Jonathan Dresner

Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

Fall

Spring

Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Removing prerequisites would only affect the History program.

Purpose/Justification for Revision to Course: Current prerequisites do not support the content of this course.

Existing Course:

Course Number: HIST 524

Title of Course: Early Japan

Credit Hours: 3

Prerequisite: HIST 101 World History to 1500 or permission of instructor

Course Description (as it appears in the current catalog): History of Japan from pre-history to 1700, including political, intellectual, economic, cultural and social development.

Proposed Course:

Course Number: HIST 524

Title of Course: Early Japan

Credit Hours: 3

Prerequisite: none

Course Description (as it will appear in the next catalog): History of Japan from pre-history to 1700, including political, intellectual, economic, cultural and social development.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
 LEGISLATIVE PROCESS
 AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
 Date 4.Sep.'19 Signature, Department Chairperson [Signature]
- Approved: College Curriculum Committee
 Date 11-2-19 Signature, College Curriculum Committee Chair MC Parnath
- Approved: Dean of College
 Date 10-2-19 Signature, Dean MC Parnath
- Approved: PittState Pathway Committee (if applicable)
 Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
 Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
 Date 11-8-19 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
 Date _____ Signature, Recording Secretary, Faculty Senate _____

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Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Removing prerequisites would only affect the History program.

Purpose/Justification for Revision to Course: Current prerequisites do not support the content of this course.

Existing Course:

Course Number: HIST 526

Title of Course: Japan Since 1700

Credit Hours: 3

Prerequisite: HIST 102 World History from 1500, its equivalent or permission of instructor

Course Description (as it appears in the current catalog): Political, economic, social, and cultural history of Japan from the eighteenth century to the present, including the relationship between Japan and the world.

Proposed Course:

Course Number: HIST 526

Title of Course: Japan Since 1700

Credit Hours: 3

Prerequisite: none

Course Description (as it will appear in the next catalog): Political, economic, social, and cultural history of Japan from the eighteenth century to the present, including the relationship between Japan and the world.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.





2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

**PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET**

- Approved: Department Chairperson**
Date 4 Sep, '19 Signature, Department Chairperson 
- Approved: College Curriculum Committee**
Date 10-2-19 Signature, College Curriculum Committee Chair 
- Approved: Dean of College**
Date 10-7-19 Signature, Dean 
- Approved: PittState Pathway Committee (if applicable)**
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)**
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee**
Date 11-18-19 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate**
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences College: Arts & Sciences
 Submission Date: September 2019

Contact Person: Jonathan Dresner Faculty member ChairRevision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

 Fall Spring Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at
 Pittsburg State University?

 Yes No

*Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies
 of e-mails, memos, etc.) that have occurred.*

Removing prerequisites would only affect the History program.

Purpose/Justification for Revision to Course: Current prerequisites do not support the content of this course.

Existing Course:Course Number: HIST 529Title of Course: History of South AsiaCredit Hours: 3

Prerequisite: HIST 101 World History to 1500 or HIST 102 World History from 1500, its equivalent or permission of
 instructor

Course Description (as it appears in the current catalog): Political, economic, social, and cultural history of India,
 Pakistan and surrounding South Asian regions, from the pre-history to present. Including the relationship between South
 Asia and the world.

Proposed Course:Course Number: HIST 529Title of Course: History of South AsiaCredit Hours: 3Prerequisite: none

Course Description (as it will appear in the next catalog): Political, economic, social, and cultural history of India, Pakistan and surrounding South Asian regions, from the pre-history to present, including the relationship between South Asia and the world.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 4.Sep,'19 Signature, Department Chairperson 
- Approved: College Curriculum Committee
Date 10-7-19 Signature, College Curriculum Committee Chair 
- Approved: Dean of College
Date 10-7-19 Signature, Dean 
- Approved: PittState Pathway Committee (If applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (If applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-15-19 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences

College: Arts & Sciences

Submission Date: September 2019

Contact Person: Jonathan Dresner

Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

- Fall
- Spring
- Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Removing prerequisites would only affect the History program.

Purpose/Justification for Revision to Course: Current prerequisites do not support the content of this course.

Existing Course:

Course Number: HIST 531

Title of Course: Samurai: History, Literature, Myth

Credit Hours: 3

Prerequisite: HIST 101 World History to 1500 or HIST 102 World History from 1500, its equivalent or permission of instructor

Course Description (as it appears in the current catalog): Emergence of samurai as distinct warrior class in Japan, rise to dominance, and their elimination as a class in the modern era. Cultural and social legacies as well as political and economic position.

Proposed Course:

Course Number: HIST 531

Title of Course: Samurai: History, Literature, Myth

Credit Hours: 3

Prerequisite: none

Course Description (as it will appear in the next catalog): Emergence of samurai as distinct warrior class in Japan, rise to dominance, and their elimination as a class in the modern era. Cultural and social legacies as well as political and economic position.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.





2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 4.Sep,'19 Signature, Department Chairperson 
- Approved: College Curriculum Committee
Date 10-7-19 Signature, College Curriculum Committee Chair 
- Approved: Dean of College
Date 10-7-19 Signature, Dean 
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (If applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-18-19 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences

College: Arts & Sciences

Submission Date: September 2019

Contact Person: Jonathan Dresner

Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

Fall

Spring

Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Revising course content and title affects only the History program

Purpose/Justification for Revision to Course: The initial plan was to create a two-semester Korea history sequence paralleling the Japan and China courses, but weak demand suggests that it would be unsustainable, so a single course covering Korean history from antiquity to present is enough to fulfill our needs. Removing prerequisites from selected upper division courses only affects History.

Existing Course:

Course Number: HIST 534

Title of Course: Korea Since 1700

Credit Hours: 3

Prerequisite: HIST 102, World History from 1500, its equivalent or permission of instructor.

Course Description (as it appears in the current catalog): Political, economic, social, and cultural history of Korea from the eighteenth century to the present, including the relationship between Korea and the world.

Proposed Course:

Course Number: HIST 534

Title of Course: Korean History

Credit Hours: 3

Prerequisite: none

Course Description (as it will appear in the next catalog): Political, economic, social, and cultural history of the Korean peninsula, from the pre-history to present, including the relationship between Korea and the world.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.





2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None.

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 4.8ep, '19 Signature, Department Chairperson 
- Approved: College Curriculum Committee
Date 8-7-19 Signature, College Curriculum Committee Chair 
- Approved: Dean of College
Date 8-7-19 Signature, Dean 
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-8-19 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences

College: Arts & Sciences

Submission Date: September 2019

Contact Person: Jonathan Dresner

Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

Fall

Spring

Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Removing prerequisites would only affect the History program.

Purpose/Justification for Revision to Course: Current prerequisites do not support the content of this course.

Existing Course:

Course Number: HIST 532

Title of Course: History of Japanese Women

Credit Hours: 3

Prerequisite: HIST 101 World History to 1500 or HIST 102 World History from 1500, its equivalent or permission of instructor

Course Description (as it appears in the current catalog): Examination of legal, social and cultural position of women in Japanese society from antiquity to present.

Proposed Course:

Course Number: HIST 532

Title of Course: History of Japanese Women

Credit Hours: 3

Prerequisite: none

Course Description (as it will appear in the next catalog): Examination of legal, social and cultural position of women in Japanese society from antiquity to present.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 4.Sep.'19 Signature, Department Chairperson [Signature]
- Approved: College Curriculum Committee
Date 10-7-19 Signature, College Curriculum Committee Chair [Signature]
- Approved: Dean of College
Date 10-7-19 Signature, Dean [Signature]
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-16-19 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences
Submission Date: September 2019

College: Arts & Sciences

Contact Person: Kelly Woestman

Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Revising course title would only affect the History Program.

Purpose/Justification for Revision to Course: Revising course title to reduce confusion about the content of the course.

Existing Course:

Course Number: HIST 550

Title of Course: Your Family in History

Credit Hours: 3

Prerequisite: none

Course Description (as it appears in the current catalog): Exploration of family history with emphasis on life in twentieth-century America using the tools of genealogy and oral history.

Proposed Course:

Course Number: HIST 550

Title of Course: Family History

Credit Hours: 3

Prerequisite: none

Course Description (as it will appear in the next catalog): Exploration of family history with emphasis on life in twentieth-century America using the tools of genealogy and oral history.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 4.Sep,'19 Signature, Department Chairperson [Signature]
- Approved: College Curriculum Committee
Date 7-2-19 Signature, College Curriculum Committee Chair [Signature]
- Approved: Dean of College
Date 10-9-19 Signature, Dean [Signature]
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-6-19 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences

College: Arts & Sciences

Submission Date: September 2019

Contact Person: Kelly Woestman

Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

Fall

Spring

Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Revising prerequisites would only affect the History Program.

Purpose/Justification for Revision to Course: Current prerequisites do not support the content of the course.

Existing Course:

Course Number: HIST 576

Title of Course: History of U.S. Presidents

Credit Hours: 3

Prerequisite: HIST 201 American History to 1865

Course Description (as it appears in the current catalog): Examines the successes and failures of those who have held the nation's highest elective office, from George Washington to the present. Considers the factors necessary to predict and evaluate the president's tenure as chief executive.

Proposed Course:

Course Number: HIST 576

Title of Course: History of U.S. Presidents

Credit Hours: 3

Prerequisite: HIST 202 American History from 1865, its equivalent, or permission of instructor

Course Description (as it will appear in the next catalog): Examines the successes and failures of those who have held the nation's highest elective office, from George Washington to the present. Considers the factors necessary to predict and evaluate the president's tenure as chief executive.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 7/27/19 Signature, Department Chairperson _____
- Approved: College Curriculum Committee
Date 7-7-19 Signature, College Curriculum Committee Chair MP Pomatto
- Approved: Dean of College
Date 8-2-19 Signature, Dean MP Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-16-19 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences College: Arts & Sciences
 Submission Date: September 2019

Contact Person: Kris Lawson Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Revising prerequisites would only affect the History Program.

Purpose/Justification for Revision to Course: Current prerequisites do not support the content of the course.

Existing Course:

Course Number: HIST 607

Title of Course: American Medicine

Credit Hours: 3

Prerequisite: HIST 201 American History to 1865 or HIST 202 American History from 1865

Course Description (as it appears in the current catalog): This course examines the social history of American medicine from the colonial era through the 20th century. It will emphasize how the cultural experience of health care reveals issues of class, race, and gender. Additionally, students will explore the relationships between health care and society; the development of alternative medicine and its enduring image of dissent; the changing political, social, and scientific response to epidemics; and the consequences of those relationships, developments, and responses.

Proposed Course:

Course Number: HIST 607

Title of Course: American Medicine

Credit Hours: 3

Prerequisite: None

Course Description (as it will appear in the next catalog): This course examines the social history of American medicine from the colonial era through the 20th century. It will emphasize how the cultural experience of health care reveals issues of class, race, and gender. Additionally, students will explore the relationships between health care and society; the development of alternative medicine and its enduring image of dissent; the changing political, social, and scientific response to epidemics; and the consequences of those relationships, developments, and responses.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

**PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET**

- Approved: Department Chairperson
Date 7/24/19 Signature, Department Chairperson _____
- Approved: College Curriculum Committee
Date 10-2-19 Signature, College Curriculum Committee Chair McPomath
- Approved: Dean of College
Date 10-2-19 Signature, Dean McPomath
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-8-19 Signature, Undergraduate Curriculum Committee Chair _____
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences College: Arts & Sciences
Submission Date: September 2019

Contact Person: Kris Lawson Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Revising prerequisites would only affect the History Program.

Purpose/Justification for Revision to Course: Current prerequisites do not support the content of the course.

Existing Course:

Course Number: HIST 609

Title of Course: American Children and Families

Credit Hours: 3

Prerequisite: HIST 201 American History to 1865 or HIST 202 American History from 1865

Course Description (as it appears in the current catalog): This course is a survey of the history of American children and families from colonization to the modern era. It examines how political and economic arrangements have affected patterns of family relations in the United States. It explores how the conception of childhood and the experiences of children have changed within those societal and family patterns.

Proposed Course:

Course Number: HIST 609

Title of Course: American Children and Families

Credit Hours: 3

Prerequisite: HIST 201 American History to 1865, HIST 202 American History from 1865, its equivalent, or permission of instructor

Course Description (as it will appear in the next catalog): This course is a survey of the history of American children and families from colonization to the modern era. It examines how political and economic arrangements have affected patterns of family relations in the United States. It explores how the conception of childhood and the experiences of children have changed within those societal and family patterns.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 7/27/19 Signature, Department Chairperson _____
- Approved: College Curriculum Committee
Date 10-2-19 Signature, College Curriculum Committee Chair MC Pomatto
- Approved: Dean of College
Date 10-2-19 Signature, Dean MC Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-5-19 Signature, Undergraduate Curriculum Committee Chair _____
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

Please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy and Social Sciences College: Arts & Sciences
 Submission Date: September 2019

Contact Person: Kyle Thompson Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Revising prerequisite and course title and description would only affect the History program.

Purpose/Justification for Revision to Course: The revision to the course title and description reflects current content of the course and brings it into alignment with similar courses being taught at other Regents' Universities. Current prerequisite does not support the content of the course.

Existing Course:

Course Number: HIST 642

Title of Course: Medieval Britain 1066-1485

Credit Hours: 3

Prerequisite: HIST 101 World History to 1500, its equivalent, or permission of instructor.

Course Description (as it appears in the current catalog): A study of Britain's transformation from an Anglo-Saxon society to late-medieval feudalism. This course surveys the effects of the Norman Conquest and the struggle of authority between the crown and parliament, as well as the relationship and interaction between the four kingdoms of Britain and Ireland. Particular focus will be placed on the Norman Conquest, Barons rebellion, Welsh conquest, Scottish War of Independence, the Hundred Years' War, and the War of the Roses.

Proposed Course:

Course Number: HIST 642

Title of Course: Britain to 1688

Credit Hours: 3

Prerequisite: None

Course Description (**as it will appear in the next catalog**): A study of Britain's transformation from a Pre-Roman society to the beginnings of modernity. This course surveys the effects of conquests and the struggle of authority between the Crown and Parliament, as well as the relationship and interaction between the four kingdoms of Britain and Ireland.

Additional Questions

1. Is this course to be considered for General Education? Yes No

If "yes," please indicate the University's General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

_____ *Please realize that it will need to gain approval of the General Education Committee.*

2. Will this course be required of any education majors? Yes No

If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 4.Sep.'19 Signature, Department Chairperson [Signature]
- Approved: College Curriculum Committee
Date 10-2-19 Signature, College Curriculum Committee Chair [Signature]
- Approved: Dean of College
Date 10-2-19 Signature, Dean [Signature]
- Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-13-19 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy and Social Sciences College: Arts & Sciences
 Submission Date: September 2019

Contact Person: Kyle Thompson Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Revising prerequisite and course title and description would only affect the History program.

Purpose/Justification for Revision to Course: The revision to the course title and description reflects current content of the course and brings it into alignment with similar courses being taught at other Regents' Universities. Current prerequisite does not support the content of the course.

Existing Course:

Course Number: HIST 643

Title of Course: Early Modern Britain 1485-1832

Credit Hours: 3

Prerequisite: HIST 102 World History from 1500, its equivalent, or permission of instructor

Course Description (as it appears in the current catalog): A study of Britain's transformation from a medieval society to modernity. This course surveys the changing political system and the development of the British state. Particular focus will be placed on the Reformation and religious conflict in both England and Scotland, the Union of the Crowns, the Civil War, the Glorious Revolution, the Union of Parliaments, the rise of Empire, the Jacobite risings, the Industrial Revolution, and the first Reform Act.

Proposed Course:

Course Number: HIST 643

Title of Course: Britain since 1688

Credit Hours: 3

Prerequisite: None

Course Description (as it will appear in the next catalog): A study of Britain's transformation from an early-modern society to the present. This course surveys the changing political system and the development of the British state, as well as the relationship and interaction between Britain and the world.

Additional Questions

1. Is this course to be considered for General Education? Yes No

If "yes," please indicate the University's General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

Please realize that it will need to gain approval of the General Education Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
 LEGISLATIVE PROCESS
 AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
 Date 4.Sep,'19 Signature, Department Chairperson 
- Approved: College Curriculum Committee
 Date 10-2-19 Signature, College Curriculum Committee Chair 
- Approved: Dean of College
 Date 10-2-19 Signature, Dean 
- Approved: General Education Committee (if applicable)
 Date _____ Signature, General Education Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
 Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
 Date 11-16-19 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate
 Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social SciencesCollege: Arts & SciencesSubmission Date: September 2019Contact Person: Kris Lawson, John Daley Faculty member ChairRevision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

 Yes No*Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.*Refining course description and prerequisites will only affect the History programPurpose/Justification for Revision to Course: Clarifying prerequisites; revising course description to reflect content that has always been taught in this course.**Existing Course:**Course Number: HIST 673Title of Course: American Military Experience, 1607-1898Credit Hours: 3Prerequisite: HIST 201 American History to 1865 or permission of instructor.Course Description (as it appears in the current catalog): Institutional development of the American/U.S. military, 1607 to 1898. Includes conduct of wars, development of doctrine, and adoption of new technologies.**Proposed Course:**Course Number: HIST 673Title of Course: American Military Experience 1607-1898Credit Hours: 3Prerequisite: HIST 201 American History to 1865, its equivalent, or permission of instructor.Course Description (as it will appear in the next catalog): Institutional development of the American/U.S. military, 1607 to 1898 with special emphasis on the military's relationship to society. Includes European and American cultural roots of doctrine, influence of new technologies, and conduct of wars.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 7/29/19 Signature, Department Chairperson [Signature]
- Approved: College Curriculum Committee
Date 10-2-19 Signature, College Curriculum Committee Chair MC Parnotto
- Approved: Dean of College
Date 10-2-19 Signature, Dean MC Parnotto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-15-19 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy, and Social Sciences

College: Arts & Sciences

Submission Date: September 2019

Contact Person: Kris Lawson, John Daley

Faculty member Chair

Revision Effective: Spring 2020 (Semester/Year)

Offered: (check all that apply)

Fall

Spring

Summer

Is this revision related to, and/or affect, any other departments/college/unit curricula or programs at Pittsburg State University?

Yes No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.

Refining course description and prerequisites will only affect the History program

Purpose/Justification for Revision to Course: Clarifying prerequisites; revising course description to reflect content that has always been taught in this course.

Existing Course:

Course Number: HIST 674

Title of Course: American Military Experience, 1898 to Present

Credit Hours: 3

Prerequisite: HIST 202 American History from 1865 or permission of instructor.

Course Description (as it appears in the current catalog): Institutional development of the American/U.S. military, 1898 to present. Includes conduct of wars, development of doctrine, and adoption of new technologies.

Proposed Course:

Course Number: HIST 674

Title of Course: American Military Experience 1898 to Present

Credit Hours: 3

Prerequisite: HIST 202 American History from 1865, its equivalent, or permission of instructor.

Course Description (as it will appear in the next catalog): Institutional development of the U.S. military, 1898 to present with special emphasis on the military's relationship to society. Includes European and American cultural roots of doctrine, influence of new technologies, and conduct of wars.

Additional Questions

1. Is this course to be considered for PittState Pathway? Yes No

If "yes," please indicate the University's PittState Pathway Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

Please realize that this requirement will need to gain approval of the PittState Pathway Committee.

2. Will this course be required of any education majors? Yes No

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None

PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

- Approved: Department Chairperson
Date 7-2-19 Signature, Department Chairperson _____
- Approved: College Curriculum Committee
Date 10-2-19 Signature, College Curriculum Committee Chair MC Posnath
- Approved: Dean of College
Date 10-2-19 Signature, Dean MC Posnath
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-13-19 Signature, Undergraduate Curriculum Committee Chair David Dwyer
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Legislative Process
Authorization and Notification Signatures
(Electronic signatures accepted)

Department Chairperson Approved Not Approved
Stephen V. Arnes 10/9/2019
Department Chairperson Signature Date

Faculty Senate General Education Committee Approved Not Approved
Michelle A. Hurlburg 11/04/2019
Faculty Senate General Education Chairperson Signature Date

Faculty Senate Approved Not Approved
.....
Faculty Senate Recording Secretary Signature Date

Note: Each College curriculum representative will notify their respective College and Department(s) of the completion of the approval process.

*Originating Department: Please **complete** the entire form, acquire the Chairperson's signature, and save as **PSP.ABC123.Form**. Save the syllabus to be attached as **PSP.ABC123.Syll**. Email the completed form and attachments to psupathway@pittstate.edu.

Naming convention: **PSP.ABC123.Form**
PSP = Pitt State Pathway.
ABC123 = Course abbreviation and number

Pitt State Pathway
(Undergraduate Course Numbers through 699)

Please check only one:

- Course is **currently** a "General Education" course
- Course is listed in the current catalog, but is **NOT** a "General Education" course
- New course that is **NOT** listed in the current catalog and has **NOT** been legislated through PSU Faculty Senate and/or KBOR

A. Submission date: September 24, 2019

B. Department: Kelce Undergraduate School of Business

C. College: Business

If two or more Colleges, please indicate which Colleges will be involved in teaching the course:
Click or tap here to enter text.

D. Name of faculty member on record for the course (may be Coordinating Professor or Chair):

Dr. Connie Shum

(As faculty of record, I verify all sections agree to address the Core or Essential Studies Element and corresponding Learning Outcome as indicated below.)

E. Course prefix: FIN

F. Course number: 210

G. Credit hours: 3

H. Title of course: FINANCIAL PLANNING

Is this a change in the title of the course? No

(If "Yes," a Revision to Course form will need to be completed and uploaded to the Preliminary Briefcase and will go through the legislation process.)

I. Will this course require a new course description? No

(If "Yes," please insert new course description here. A Revision of Course form will need to be completed and uploaded to the Preliminary Briefcase and will go through the legislation process)

Click or tap here to enter text.

J. Does this course include a co-requisite laboratory course: No

If "Yes", please provide the co-requisite course name and number:

Click or tap here to enter text.

K. Will this course be available on-line: Yes

If "Yes", please provide a detailed explanation: The course has been offered online twice (SU2018 & SU2019).

L. Semester(s) course will be offered (choose all that apply): Fall - Spring - Summer

M. Prerequisite(s): Sophomore standing or one-year professional work experience or permission of instructor.

N. Co-requisite(s) —other than lab course named above: Click or tap here to enter text.

O. Select the *Pitt State Pathway Core Element* or *Essential Studies Element* based on the identified Learning Outcome to be covered in the course (choose only one set):
 (Refer to definitions, hierarchy, and rubrics in the *Pitt State Pathway* document)

Select Only One Element

- o Communication
 - **Written Communication**
 - Students will communicate effectively.

- o Communication
 - **Verbal Communication**
 - *Students will communicate effectively.*

- o Quantitative/Analytic Methods and Scientific Literacy
 - **Quantitative/Analytic Methods**.....
 - *Students will analyze data logically.*

- o Global Understanding and Civic Engagement
 - **Human Experience within a Global Context**
 - *Students will explore global systems conscientiously.*

- o Global Understanding and Civic Engagement
 - **Human Systems within a Global Context**.....
 - *Students will explore global systems conscientiously.*

- o Global Understanding and Civic Engagement
 - **Natural World within a Global Context**.....
 - *Students will explore global systems conscientiously.*

- o Personal and Professional Behavior
 - **Wellness Strategies**.....
 - *Students will model productive behaviors purposefully.*

P. Will the course address a **Companion Element**? Yes
 (Refer to definitions, hierarchy, and rubrics in the *Pitt State Pathway* document.)

If "Yes," please select one: Social Responsibility within a Global Context

Q. What is the highest anticipated level of student achievement for the stated learning outcome(s) common across all sections of the course? Note: Sample assessment strategies will be submitted on the representative syllabus. Benchmark
 (Refer to definitions, hierarchy, and rubrics in the *Pitt State Pathway* document.)

R. Please submit course syllabus as an attachment, highlighting the following items: course objectives related to Learning Outcome(s), assessment strategies (e.g. exams, course project, etc.), and assessment tool(s) to be used to measure student achievement.



KELCE COLLEGE OF BUSINESS

Pittsburg State University

Course Syllabus:
Financial Planning
FIN 210-99 Summer 2019
on-line
3 credit hours

Instructor: Dr. Shum, CFA, CPA, CFM, CMA
Office: online course
Hours: There is no scheduled office hours. The professor will try to respond to e-mails or discussion forum posts on a timely manner (but not at night or during weekends). However, do not expect immediate feedback at all times of the day/night.
Phone: 620-235-4568 (211 Faculty Suite – 620-235-4547)
E-mail: cshum@pittstate.edu

Textbook

Text: (required)

Madura, *Personal Finance*, 6th ed., Pearson, 2017 (just the book, no access code needed)

Calculator: Each student is required to have a calculator.

Internet Access: Since this is an on-line course taught through CANVAS, students are expected to have internet access throughout this summer session. The internet access should be sufficient to download files, take exams as scheduled, and otherwise meet the full requirements of the course on time. Lack of internet access is not a valid excuse for not meeting course deadlines.

Catalog Course Description

An overview of issues facing individuals at various stages of preparing for a financially stable future. This includes, but is not limited to, personal financial statements and plans, personal taxes, major purchases, managing consumer credit, essentials of individual insurance coverage, investment choices, and retirement/estate planning.

Prerequisites

Sophomore standing, or one-year professional work experience, or permission of instructor.

Pitt State Pathway

Pitt State Pathway Missions Statement:

The *Pitt State Pathway* curriculum serves as the heart of the university education by fostering interdisciplinary competencies that typify the educated person. It is designed to facilitate the development of key proficiencies including communication and information literacy. The *Pitt State Pathway* curriculum provides a transformational experience that challenges students to think creatively and critically, and to immerse themselves in the productive examination of humans in their global setting. By encouraging the development of skills that promote life-long learning, the

Pitt State Pathway fosters a sense of personal responsibility, an appreciation of diversity, and an understanding of interconnectedness in our truly global society.

Learning Outcome

Students will explore global systems conscientiously

Pitt State Pathway Essential Studies Element and Companion Elements Covered in This Course

Human Systems within a Global Context -- (Benchmark)

Humans have developed complex systems that structure interaction. It is important to understand how and why these systems developed, change through time, vary by location, and are interconnected at all levels (local/regional/global), and the implications of that interconnectedness.

Competency in this element means

- *analyzing* the structure, development, and change of human economic, political, social and/or cultural systems over time;
- *analyzing* the individual’s role and responsibility to society at all levels;
- *evaluating* how human systems are interconnected at all levels.

Elements	4 Mastery	3 Milestone II	2 Milestone I	1 Benchmark
Human Systems within a Global Context	<i>Evaluates</i> human organizational systems using a variety of disciplinary and interdisciplinary perspectives	<i>Analyzes</i> human organizational systems using a variety of disciplinary and interdisciplinary perspectives	<i>Explains</i> human organizational systems using a variety of disciplinary and interdisciplinary perspectives	<i>Describes</i> human organizational systems using a variety of disciplinary and interdisciplinary perspectives

Companion Element

Social Responsibility -- (Benchmark)

Social responsibility within a global context is the ability to recognize one’s accountability to society – locally, nationally, and globally. This incorporates the importance of active citizenship through the application of concepts such as equity, inclusiveness, collaboration, and building constituency in government, civic institutions, business, and community at large. Competency in this element means

- *applying* the concepts associated with active, responsible citizenship;
- *analyzing* the ethical, social, and environmental consequences of local, national, and global organizations;

- *analyzing* the historical consequences of local or national decisions on global systems.

Elements	4 Mastery	3 Milestone II	2 Milestone I	1 Benchmark
Social Responsibility within a Global Context	<i>Evaluates</i> the roles and responsibilities of citizens at all levels	<i>Analyzes</i> the roles and responsibilities of citizens at all levels	<i>Explains</i> the roles and responsibilities of citizens at all levels	<i>Describes</i> the roles and responsibilities of citizens at all levels

Students will be evaluated for the Pathway benchmark through quiz questions, exam questions, homework assignments and discussion board posts as identified by the highlighted objectives below.

Course Objectives and Evaluation Tools (ET)

The objective of this course is to provide you with an overview of the discipline of Finance. At the end of this course, you should be able to

1. explain how financial markets are international and interconnected; (**Pathway ET** – exam question)
2. identify the economic system (**Pathway ET** – exam question)
3. identify the different types of markets (**Pathway ET** – exam question)
4. describe the development of U.S. government oversight in income taxes, social security system, consumer protection, and insurance; (**Pathway ET** – discussion post)
5. develop a personal financial plan; (ET – homework assignment)
6. construct personal financial statements to help you monitor your spending and guide your budgeting decisions; (ET – homework assignment)
7. apply time value of money concepts to make decisions about saving; (ET – exam question)
8. apply tax concepts to assess and minimize your tax liability; (ET -- homework assignment)
9. explain an individual's tax responsibility; (**Pathway ET** – discussion post)
10. identify the impact on local, state, and national government if taxes are not paid; (**Pathway ET** – discussion post)
11. explain the social and governmental purpose of taxes; (**Pathway ET** – discussion post)
12. identify personal tax documents and filing information; (**Pathway ET** – exam question)
13. file your tax return (**Pathway ET** – exam question)
14. describe the types and functions of financial institutions; (ET – exam question)
15. describe the banking services offered by financial institutions; (ET – exam question)
16. identify characteristics of a sound financial institution for your banking needs; (ET – exam question)
17. identify the components of interest rates; (ET – exam question)
18. explain why interest rates change over time; (ET – exam question)
19. discuss how to manage your money to prepare for future expenses; (ET – homework assignment)

20. describe how the system of money is connected to all other human systems; (**Pathway ET** – discussion post)
21. discuss how individual consumer decisions have an impact on local resources, global markets, corporate ethics, and the earth's environment; (**Pathway ET** – discussion post)
22. identify major consumer protection laws; (ET – exam question)
23. identify major consumer credit laws; (ET – exam question)
24. describe the role of credit bureaus; (ET – exam question)
25. discuss how to assess your credit situation and manage your credit; (ET – homework assignment)
26. explain how to use credit to obtain funds to support your spending; (ET – exam question)
27. identify the costs and benefits of different types of credit; (ET – exam question)
28. describe the different types of personal loans; (ET – exam question)
29. conduct a valuation of a home; (ET – exam question) .
30. explain how to protect you and your personal assets against damages and liability; (ET – exam question)
31. discuss how to value investments, and how to determine which investments to select; (ET – exam question)
32. illustrate how to estimate your future retirement account savings; (ET – exam question)
33. discuss the different aspects of estate planning; (ET – exam question)
34. discuss how to protect the wealth that you accumulate over time through effective financial planning. (ET – exam question)

Course Outline

Chapter 1	Overview of a Financial Plan
Chapter 2	Planning with Personal Financial Statements
Chapter 3	Applying Time Value Concepts
Chapter 4	Using Tax Concepts for Planning
Chapter 5	Banking and Interest Rates
Exam 1	Chapters 1, 2, 3, 4, 5
Chapter 6	Managing Your Money
Chapter 7	Assessing and Securing Your Credit
Chapter 8	Managing Your Credit
Chapter 9	Personal Loans
Chapter 10	Purchasing and Financing a Home
Exam 2	Chapters 6, 7, 8, 9, 10
Chapter 11	Auto and Homeowner's Insurance
Chapter 12	Health and Disability Insurance
Chapter 13	Life Insurance
Chapter 19	Retirement Planning
Chapter 20	Estate Planning
Exam 3	Chapters 11, 12, 13, 19, 20
Chapter 14	Investing Fundamentals

Chapter 15	Investing in Stocks
Chapter 16	Investing in Bonds
Chapter 17	Investing in Mutual Funds
Exam 4	Chapters 14, 15, 16, 17

Teaching Methods

on-line

CANVAS

CANVAS will be used for the following:

1. material repository
2. quizzes/exams
3. discussion forum
4. gradebook
5. communication tool
6. submission tool for graded assignments

Students should have their CANVAS accounts set up so that they can receive e-mail, and be notified of announcements, due dates, etc. for the course.

Attendance Policy

Since this is an on-line course, traditional attendance policies do not apply. For this course, attendance is best measured by your progress through specific components of each module and submission of assignments. While regular participation (attendance) is critical to your ability to do well in this course, it is your responsibility to monitor your attendance and ensure it is meeting a level necessary to perform at a level acceptable to you.

Classroom Conduct

While there will not be a physical classroom, there are still some expectations regarding “classroom” conduct. Any interactions with the professor or classmates are to be handled respectfully. There is a tendency for people to lose a lot of their common courtesies when engaging in on-line interactions, but it is not acceptable in this class. Failure to treat others with respect and civility will result in a warning at the first offense. Repeated issues will result in point penalties (to be determined by the professor based on the extent and frequency of the offense). The penalties can be significant if the situation warrants.

In addition, students are expected to be responsible for their progress through the semester. It is up to the students to contact the professor through CANVAS or e-mail if they are in need of assistance with class material. It is also up to the students to manage their time. It may be tempting to focus on doing the minimum to complete the graded assignments and then prepare for the exam a day before exam date, but do not give in to this temptation. Trying to move through all the material the day before the exam is a recipe for failure. Make sure you are progressing daily!

Academic Integrity

All Pitt State students are bound by the academic integrity policies of the University as described and outlined in the current Syllabus Supplement. Please familiarize yourself with these rules and guidelines. In addition, as a course offered through the Kelce College of Business, students in this class are obligated to adhere to the college's Student Code of Ethics as outlined below.

Students shall:

- refrain from class disturbances.
- arrive on time and remain until dismissed at all class sessions and to notify instructors in advance of anticipated absences, late arrivals, or early departures whenever possible.
- turn off cell phones or other electronic devices while in class, unless permission to use them has been granted.
- prepare for and participate in all classes.
- treat fellow students, staff, faculty, and administrators with respect.
- prepare assignments and exams honestly.
- avoid plagiarism or unacknowledged appropriation of another's work in any academic work. Refrain from giving or receiving inappropriate assistance.
- dress appropriately, avoiding clothing that is revealing, provocative, or includes offensive language or visuals. Dress as a professional when appropriate at ceremonies and interviews.
- respect University property and use resources in the most effective and efficient manner.
- be fair and constructive in the evaluation of faculty.
- obey the policies, regulations, and laws of the United States of America, the State of Kansas, the Kansas Board of Regents, Pittsburg State University and the Gladys A. Kelce College of Business.

Academic Misconduct Policy

Academic misconduct by a student shall include, but not be limited to, plagiarism, giving or receiving any unauthorized aid on examinations/quizzes or in the preparation of homework, projects, or other assignments; copying work from the internet; or knowingly misrepresenting the source of any academic work. Cheating on exams, quizzes or any other assignments is considered academic misconduct and is absolutely prohibited. No cheating of any kind will be tolerated. Anyone caught cheating will receive a grade of "F" for the **course**.

E-mail Etiquette

Any e-mail sent to the professor should be treated as business letter. It should start with a formal greeting, such as "Dear Dr. Shum," not "Hey," "Howdy," etc., or just no greeting of any kind. This is good practice for what is expected in the business world. The following is an example:

Dear Dr. Shum:

I am in your FIN 210-99 class. Would you please let me know when Chapter 1 homework will be due.

Thank you, and best wishes!

Jane Doe

Students with Disabilities

Please inform the instructor if you have a learning or physical disability that interferes with course requirements. Assistance and/or appropriate accommodations may be available through the contacts listed on the current Syllabus Supplement.

Course Evaluation Methods

Exams: All exams **require** the use of **Respondus LockDown Browser**. You will need to download LockDown Browser to your computer before you can access the exam. Information regarding LockDown Browser can be found in Module 1 Page 5 on CANVAS.

There will be four exams. Although the exams will not be comprehensive in nature, material from previous units may be included if it is relevant to material in the current unit. Exams will be timed. While these exams will effectively be “open book,” they are not team projects. Also, time limits will make it necessary for you to move through the material without looking up everything. Any evidence of students working together (including, but not limited to, previewing questions) on exams will result in all students involved **failing the class**. There will be a 24-hour window (12 a.m. to 11:59 p.m.) in which the exams will be open. If you cannot take the exam during the 24-hour window, you need to (a) let the instructor know **in advance**, and (b) have a **valid** excuse in order to be eligible for a makeup. Unless it is an emergency situation, “in advance” means before the **start** of the exam window.

No cheating of any kind will be tolerated. Anyone caught cheating will receive a grade of "F" for the **course**.

Quizzes: There will be a short quiz after most chapters. Quizzes will be available from 9 a.m. to 11:59 p.m. Solutions will be revealed from 9 a.m. to 12 p.m. the day after the quiz.

Homework Assignments: There will be homework assignments for most of the chapters. They will be end-of-chapter problems. Each assignment is due at 9 a.m. on the day it is due and must be submitted by its date and time or the student will receive a zero for the assignment. Solutions to the assigned end-of-chapter problems will be posted on CANVAS. Completing all assignments are essential to performing well in this course.

Grades:	Exam 1	20%
	Exam 2	20%
	Exam 3	20%
	Exam 4	20%
	Quizzes	10%
	Assignments	<u>10%</u>
		100%

The grading scale is as follows:

90 - 100% = A

80 - 89% = B

70 - 79% = C

60 - 69% = D
59% and below = F

Syllabus Supplement

Students can find a wide range of student support services and University policy in the syllabus supplement found at <https://www.pittstate.edu/registrar/files/documents/syllabus-supplement-summer-2019.pdf>

The instructor reserves the right to amend and to reorganize this syllabus at any time.