



# Pittsburg State University

## Faculty Senate Meeting

**Date:** Monday, March 25, 2024  
**Time:** 3:00 p.m.  
**Location:** Ballroom A, Overman Student Center

### Agenda

- I. Call to order**
- II. Approval of February 26, 2024 Minutes**
- III. Announcements**
  - A. Provost and Vice President of Academic Affairs- Dr. Howard Smith**
  - B. PSU/KNEA Remarks- Amy Hite**
  - C. Student Senate Remarks- Jaben Parnell**
  - D. Unclassified Professional Senate Remarks – Greg Belcher**
  - E. University Support Staff Remarks - Cindy VanBecelaere**
  - F. Faculty Senate Report- Rebeca Book**
- IV. Committee Reports**
  - A. Academic Affairs Committee - Chair: Norm Philipp**
  - B. Undergraduate Curriculum Subcommittee - Chair: MaryJo Goedeke**
  - C. Library Services/Learning Resources Subcommittee - Chair: Chris Labuda**
  - D. Online and Distance Learning Committee - Chair: Kelly Woestman**
  - E. Academic Honors Subcommittee - Chair: Jamie Wood**
  - F. Honors College Subcommittee - Chair: Michelle Hudiburg**
  - G. Writing Across the Curriculum Subcommittee - Chair: Lydia Bechtel**
  - H. Diversity and Multicultural Affairs Subcommittee - Chair: Laura Washburn**
  - I. Student-Faculty Committee - Chair: David Weaver**
  - J. All-University Committee - Chair: Anna Beth Gilmore**
  - K. Faculty Affairs Committee - Chair: Jonathan Dresner**
  - L. Constitution Committee - Chair: Mark Johnson**
  - M. General Education Committee - Chair: Mark Johnson**
  - N. Budget Committee - Chair: MaryJo Goedeke**
  - O. Academic Honesty Committee - Chair: Norm Philipp**
- V. Unfinished Business:**
  - A. Course syllabi**
  - B. General Education**
- VI. New Business:**
  - A. KBOR Faculty Award**
  - B. Apple Day – Wed. April 3<sup>rd</sup>.**

VII. **Open Forum:**

**Upcoming events:**

April 3 – Apple Day – part of GoPittFest Week!

April 22 – Faculty Senate Meeting – Doug Ball speaker on Budget, Elections for Executive Committee

May 1 – Food Trucks on Campus

VIII. **Adjournment**

**Academic Affairs-**

Chair: Norm Philipp  
 Recorder: David Weaver  
 No report.

**Undergraduate Curriculum-**

Chair: MaryJo Goedeke  
 Recorder: Shelby Hutchens

UGCC Meeting 3/8/2024

		Voting Members Approval of Proposed Changes				
		Goedeke	Hutchens	McCay	Lawson	
<b>Dept: Integrated Studies</b>		Present:	x	x	x	x
Revision to Emphasis Form						
	Healthcare Leadership & Innovation		x	x	x	x
	Sustainability, Society and Resource Management		x	x	x	x
Deletion of Emphasis						
	Deletion of Liberal Studies Emphasis		x	x	x	x
<b>Dept: TWL</b>						
Revision to Emphasis Form						
	Career & Technical Education		x	x	x	x
	Career & Tech Education: Tech Teacher Ed		x	x	x	x
Notification Form						
	GC 301					
	GC 510					
	GC 630					
Revision to Major						
	Revision to Graphics Communication Major		x	x	x	x
Revision to Emphasis						
	Revision to Photo/Video Emphasis		x	x	x	x
<b>Dept: Teaching &amp; Leadership</b>						
Course Revision Form						
	EDUC 321		x	x	x	x
	EDUC 359		x	x	x	x
	EDUC 362		x	x	x	x
	EDUC 363		x	x	x	x
	EDUC 366		x	x	x	x
	EDUC 367		x	x	x	x
	EDUC 368		x	x	x	x
	EDUC 371		x	x	x	x
	EDUC 551		x	x	x	x
	SPED 510		x	x	x	x
	SPED 511		x	x	x	x
	SPED 512		x	x	x	x
	SPED 514		x	x	x	x
	SPED 515		x	x	x	x
	SPED 516		x	x	x	x
New Course						
	EDUC 513		x	x	x	x
	SPED 517		x	x	x	x
Deletion of Course						
	SPED 513		x	x	x	x
Revision to Major Form						
	Revision to Elementary Ed Unified Major		x	x	x	x
	Revision to Elementary Ed		x	x	x	x
<b>Dept: Modern Languages and Literatures</b>						
Notification Form						
	Switching gen ed for pitt pathway					

Dept: Modern Languages and Literatures					
Notification Form					
		Switching gen ed for pitt pathway			
Dept: Kelce College of Business					
New Course					
	DSIS 130	x	x	x	x
	DSIS 440	x	x	x	x
	DSIS 690	x	x	x	x
	DSIS 650	x	x	x	x
	DSIS 615	x	x	x	x
	DSIS 610	x	x	x	x
	DSIS 604	x	x	x	x
	DSIS 603	x	x	x	x
	DSIS 470	x	x	x	x
	DSIS 450	x	x	x	x
	DSIS 440	x	x	x	x
	DSIS 430	x	x	x	x
	DSIS 420	x	x	x	x
	DSIS 380	x	x	x	x
	DSIS 240	x	x	x	x
	DSIS 130	x	x	x	x
	DSIS 230	x	x	x	x
	DSIS 240	x	x	x	x
	MGT 550	x	x	x	x
Revision to Major					
	Data Science and Information Systems	x	x	x	x
Revision to Minor					
	Renaming Minor in Computing to Minor in Information Systems	x	x	x	x
New Minor:					
	Data Science	x	x	x	x

### Library Services-

Chair: Chris Labuda

Recorder: Beth Hendrickson

No report.

### Online and Distance Learning-

Chair: Kelly Woestman

Recorder: Paige Boydston

No report.

### Academic Honors-

Chair: Jamie Wood

Recorder: Jessica Jorgenson Borchert

No report.

### Honors College –

Chair: Michelle Hudiburg

Recorder: Anuradha Ghosh

March 7, 2024

In-person Meeting Notes

Members present: Michelle Hudiburg, Randy Winzer, Stephen Zornes, Brian Moots, Anuradha Ghosh, Hannah Eckstein (student), Erik Jantz (student)

Invited guests present: Karl Stumo, Tucker Jessip, Jenna Clark

1. Introduction of the new member: Stephen Zornes
2. Introduction of guests
3. Brian Moots: Updated on 2024-2025 cohort
  - a. Acceptance rate
  - b. Ranking of admitted cohort
4. Karl Stumo: Shared his thoughts on Honors College structure
  - a. How PSU HC compares to other institutions' HC
  - b. Any changes in the HC structure foreseen (such as tier system, FAFSA requirement)
  - c. Developmental process of academic achievement award



- d. Debating on stacking of awards for current HC students
- e. Allowable stacking on departmental or private scholarships
- f. Emphasized on growth of scholarships and means of generating revenues
- g. New award policy will be in place by the end of March
5. Randy Winzer: Elaborated on how the extra dollars beyond tuition and fees is paid for residence; Stacking of awards should be supported if academic merit is achieved
6. Tucker, Jenna, and Hannah: Shared students' perspectives on current HC structure
  - a. Opens up avenues to interact with other classmen and enhances crosstalk among organizations
  - b. Pivotal roles played by class representatives, development of community sense
  - c. Values academia, engenders willingness to give back
- d. HC students recruitment team visits High School with promotional materials
- e. Inclusion of transfer students in the cohort is highly recommended
- f. Debating on equity of special groups of students on campus (such as athletics and HC)
7. Brian Moots: Further added on the HC strengths and challenges
  - a. Early graduation of many students in HC cohort keeps 4-year HC students at around 110 instead of 120 (30 per cohort x 4yr)
  - b. Students put through the rigors of academia, holding leadership positions, etc. (few students are lost from each cohort if standards are not met)
  - c. Challenge encountered in recent past is lower number of applicants
  - d. Accomplishments this year is expansion of geographic area of applicants
  - e. Significant contribution and support from HC alums (willingness to pay back to the college) is praised
  - f. HC scholarship structure is amenable to change based on needs of the University
  - g. Proposed a pilot activity on inclusion for transfer students for 2025 HC cohort:  
Three existing PSU students will be offered Crimson and Gold  
Needs to enroll in "Intro to Honors" course  
Randy Winzer motioned contacting three students and Anu Ghosh seconded
8. Michelle Hudiburg: Further communication with Karl Stumo and University Scholarship Committee is needed to consolidate HC marketing approach for the 2025 cohort, initiate collaborative decision-making process

Next meeting: March 21, 2024 (In-person)

**Writing Across the Curriculum –**

Chair: Lydia Bechtel

Recorder: Carol Meza-Bakke

February 18th it was determined that the committee would divide the Writing to Learn courses between its members for the courses to be evaluated against the rubric for adhering to the various standards for writing to learn courses. Members are to have their assigned courses scored by Friday, February 23rd.

**Diversity and Multicultural Affairs –**

Chair: Laura Washburn

Recorder: Kristen Maceli

No report.

**Student-Faculty –**

Chair: David Weaver

Recorder: Jessica Jorgenson Borchert

No report.

**All-University –**

Chair: Anna Beth Gilmore

Recorder: Jason Reid

No report.

**Faculty Affairs –**

Chair: Jonathan Dresner

Recorder: Kevin Elliott

No report.

**Constitution –**

Chair: Mark Johnson

Recorder: Beth Hendrickson

No report.

**General Education –**

Chair: Mark Johnson

Recorder: Lora Winters

Notes 3/19/2024 General education committee

The committee has agreed these will be the current buckets we will review each of the next three years:

1. Buckets 1, 2 and 4 (26 courses)
2. Bucket 6 (46 courses)
3. Buckets 3, 5 and 7 (48 courses)

I have asked the committee to review the specific courses in each bucket 1, 2 and 4 to determine which component of the rubrics best fits each course. That way, during our training, instructors will learn what we are looking for in their course syllabi.

In the meantime, I will meet with Mark Diacopoulos and Melinda Reolfs to discuss our specific training strategy 1) When to do the training? 2) Who do we invite? 3) What do we need to in the training? 4) Where will we do the training? etc.

**Budget Committee –**

Chair: MaryJo Goedeke

Recorder: Karen Johnson

No report.

**Academic Honesty –**

Chair: Norm Philipp

No report.

## **Criteria for the Annual Kansas Board of Regents Faculty of the Year Award**

### **Nominees**

Eligibility is restricted to faculty meeting the following requirements:

- Full-time, tenured or tenure-track faculty
- Demonstrate one’s teaching, scholarship/research, and service over the preceding academic year\* have exemplified excellence and commitment to the mission of the institution. (*confirmed by the dean of their respective college*)
- Have not received the annual KBOR Faculty of the Year Award in the previous two (2) years.

### **Nominations**

Nominations must adhere to the following guidelines to be accepted:

- Nominations may only be submitted by a faculty senator employed at the same institution as the nominee during the preceding academic year. \*
- A faculty senator may submit two nominations per year, one for a tenured faculty and one for a tenure-track faculty.

### **Submission**

- Nominations must be submitted to the “Faculty Senate KBOR Faculty of the Year Awards Committee.” See first bullet under **Selection**.
- Nominations are due by March 15<sup>th</sup> of the awarding year. #
- Nomination includes nominee’s name, academic department, and distribution of their workload for the academic year in which they are being nominated.
- Nomination includes the nominator’s name, academic department, and position held at their institution.
- A summary not to exceed 500 words of the nominee’s accomplishments including evidence to support the nomination.

Suggested examples of supporting materials/evidence:

<b>Scholarship/ Research</b>	<ul style="list-style-type: none"> <li>• Papers, monographs or other publications</li> <li>• Works in progress</li> <li>• Juried or invited exhibitions.</li> <li>• Reviews of creative work</li> </ul>
<b>Service</b>	<ul style="list-style-type: none"> <li>• University Service (Conducting educational studies/investigations; Outreach; Board of Regents System; University-wide or College-wide; Departmental)</li> <li>• Offices held in academic, professional, and scholarly societies</li> <li>• Public and/or governmental service activities</li> <li>• Consulting activities</li> <li>• Community service</li> </ul>
<b>Teaching</b>	<ul style="list-style-type: none"> <li>• Course load data</li> <li>• Master's degree committee memberships</li> <li>• Theses directed or student advising</li> <li>• Preparation of instructional media</li> <li>• Institutes, workshops, and other programs attended</li> </ul>

- It is at the discretion of each institution if additional materials may be required.

### **Selection**

- The Faculty Senate at each institution shall have a committee consisting of current full-time faculty (including the Faculty Senate President as ex-officio member) to collect and review the applications for the KBOR Faculty of the Year Awards (KBOR Award Committee). This committee will verify with the dean of the respective college that the nominee is in good standing with the university and their academic department, that the nominee's teaching, scholarship/research, and service over the preceding academic year have exemplified excellence and commitment to the mission of the institution, and verify the nomination is valid and complete. Incomplete nominations or lack of a dean's validation will not be considered. It will be at the discretion of each university KBOR Award Committee on how the final selection will be made.
- Any acting KBOR Award Committee members will recuse themselves (excluding the Faculty Senate President) from the review and selection process if they have been nominated for the award. The Faculty Senate President will appoint a replacement to serve on the KBOR Award Committee.

### **Kansas Board of Regents (KBOR)**

- The names of the two award recipients determined by each university's KBOR Award Committee (*one tenured faculty and one tenure-track faculty*) will be provided to the Chair of the Counsel of Faculty Senate Presidents (COFSP). The Chair of the COFSP will submit the names of all award recipients to the Kansas Board of Regents by May 15<sup>th</sup> of the awarding year.
- The Kansas Board of Regents will review and approve/reject the award recipients provided by the Chair of the COFSP during the annual KBOR August retreat.
- Faculty receiving awards will be notified prior to the September KBOR meeting (typically Wednesday of the 3<sup>rd</sup> week of September)
- Awardees are highly recommended to attend the September KBOR meeting to be recognized for their achievement.

\* (e.g., 2024 award - August 2022 through August 2023)

# (The date may be adjusted per institution so long as selection and Faculty Senate approval are completed before May 15th of the awarding year.)

## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024

Submission Date: 11/8/23

Department: Bachelor of Integrated Studi College: Arts & Sciences

Contact Person: James Oliver Chair

### Revision Emphasis

If Emphasis, enter name of the Major: Bachelor of Integrated Studies- Healthcare Leadership and Innovation

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

Change in title of emphasis to Healthcare Leadership and Innovation (from Healthcare Innovation). Addition of 6 hours (2 courses) to accommodate for change to KBOR GE package of 24-25 hours.

2. Rationale for change, including changes to curriculum objectives:

No curricular objectives will be changed. Title change is to more directly address nature of degree program. The revision, addition of 6 hours (2 courses) is in response to the change in KBOR GE total hours.

3. Will this change affect any education majors? No

***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

Not directly, however the two additional courses within this interdisciplinary program are within other departments. Email chain from Chair for permission to include the courses are attached.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No, the changes being made do not affect any other minor/emphasis/certificate at other Regent institutions.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
No additional resources are required with this change.
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
None.
10. Describe the program assessment plan (for **new** programs only):
  - a. Enrollment targets = N/A
  - b. Outcome expected and process to evaluate =
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

### CURRICULUM REVISIONS

	Existing	Proposed
Title:	<b>Health Care Innovation</b>	Health Care Leadership and Innovation
Curriculum: (Do not include GenEd)	See attached document	See Attached document: Changes Highlighted in yellow.

# Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/8/23 Signature, Chairperson: James Oliver Jr

-Approved: College Curriculum Committee

Date: 1/30/24 Signature, Committee Chair: Mary Carol Pomatto

-Approved: Dean of College

Date: 1/30/24 Signature, Dean: Mary Carol Pomatto

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.



## **Existing BIS- Healthcare Innovations**

### **Core Requirement (14-15 hours)**

BIOL-410 Biological and Medical Terminology (2hrs)  
or- NURS 314- Health Care Terminology and Drug Calculations (3 hours)

BIOL- 605 Bioethics (3 hours)

HCI-400 Introduction to Innovation in Healthcare (1hr)

HCI-500 Healthcare Innovation Practicum (2 hrs)

Note: Pre-req: HCI 400 Introduction to Innovation in Healthcare; BIOL 410 Biological/Medical Terminology-or- NURS 314 Health Care Terminology/Drug Calculations

HCI-550- Healthcare Leadership and Innovation Capstone (3 hours)

Note: Pre-Req: HCI 400 Introduction to Innovation in Healthcare Practicum

NURS- 303 Introduction to Public Health (3 hours)

### **Choose 30-31 hours of Upper Division Courses from:**

COMM- 450 Small Group Communications (3 hours)

COMM-530 Interpersonal Communications (3 hours)

ENGL- 301 Technical and Professional Writing (3 hours)

FCS-305 Community Nutrition (3 hours). Note: Pre-Req: FCS 203 Nutrition and Health

FCS- 430 Family Resource Management (3 hours) Note: Pre-Req: FCS 230 Consumer Ed and Personal Finance

FCS-470 Professional and Social Skills (3 hours)

FCS-480 Dynamics of Family Relationships (3 hours)

FCS-580 Family Violence and Child Abuse (3 hours)

HHP 349 Group Fitness Instructor Training (2 hours)

HIST-607 History of American Medicine (3 hours)

HRD-775 Instructional Technology (3 hours)

GT-320 Communication Systems in Technology (3 hours)

MGT-330 Management and Organizational Behavior (3 hours)

MGT-430 Legal and Social Environment of Business (3 hours)

MKTG-330 Principles of Marketing (3 hours)

NURS-370 Women's Health Issues (2 hours)

NURS-445 Transcultural Health Care (1-3 hours)

NURS-482 Evidence Based Practice and Research (2 hours)

PSYCH-430 Positive Psychology (3 hours)

PSYCH-571 Abnormal Psychology (3 hours)

PSYCH-705 Human Service Skills (3 hours)

REC-350- Promoting Community and Worksite Wellness (3 hours)

SOC-584 Medical Sociology (3 hours)

**Plus 34- 35 hours of Electives**

## **Proposed BIS- Healthcare Leadership and Innovation**

### **Core Requirement (17-18 hours)**

BIOL-410 Biological and Medical Terminology (2hrs)  
or- NURS 314- Health Care Terminology and Drug Calculations (3 hours)

BIOL- 605 Bioethics (3 hours)

HCI-400 Introduction to Innovation in Healthcare (1hr)

HCI-500 Healthcare Innovation Practicum (2 hrs)

Note: Pre-req: HCI 400 Introduction to Innovation in Healthcare; BIOL 410 Biological/Medical Terminology-or- NURS 314 Health Care Terminology/Drug Calculations

HCI-550- Healthcare Leadership and Innovation Capstone (3 hours)

Note: Pre-Req: HCI 400 Introduction to Innovation in Healthcare Practicum

LDSP- 600 Foundations of Leadership

NURS- 303 Introduction to Public Health (3 hours)

### **Choose 33-34 hours of Upper Division Courses from:**

COMM-416 Social Influence and Persuasion (3 hours)

COMM-438 Gender Communication (3 hours)

COMM- 450 Small Group Communications (3 hours)

COMM-530 Interpersonal Communications (3 hours)

COMM-576 Media Writing and Copy (3 hours)

ENGL- 301 Technical and Professional Writing (3 hours)

FCS-305 Community Nutrition (3 hours). Note: Pre-Req: FCS 203 Nutrition and Health

FCS- 430 Family Resource Management (3 hours) Note: Pre-Req: FCS 230 Consumer Ed and Personal Finance

FCS-470 Professional and Social Skills (3 hours)

FCS-480 Dynamics of Family Relationships (3 hours)

FCS-580 Family Violence and Child Abuse (3 hours)

HHP 349 Group Fitness Instructor Training (2 hours)

HIST-607 History of American Medicine (3 hours)

HRD-775 Instructional Technology (3 hours)

GT-320 Communication Systems in Technology (3 hours)

MGT-330 Management and Organizational Behavior (3 hours)

MGT-430 Legal and Social Environment of Business (3 hours)  
MKTG-330 Principles of Marketing (3 hours)  
NURS-370 Women's Health Issues (2 hours)  
NURS-445 Transcultural Health Care (1-3 hours)  
NURS-482 Evidence Based Practice and Research (2 hours)  
PSYCH-430 Positive Psychology (3 hours)  
PSYCH-571 Abnormal Psychology (3 hours)  
PSYCH-705 Human Service Skills (3 hours)  
REC-350- Promoting Community and Worksite Wellness (3 hours)  
SOC-584 Medical Sociology (3 hours)

**Plus 34- 35 hours of Electives**

Firefox

<https://outlook.office.com/mail/id/AAQkAGI1Njg2OWU0LTNmN...>**Re: LDSP 600- Foundations of Leadership**Cherona Hicklin <[chicklin@pittstate.edu](mailto:chicklin@pittstate.edu)>

Mon 10/16/2023 12:53 PM

To: James Oliver JR <[joliver@pittstate.edu](mailto:joliver@pittstate.edu)>

My pleasure!

*Cherona Hicklin, Ed.D.**Department Chair and Professor**Teaching and Leadership**College of Education**Pittsburg State University*

620-235-4504

[education.pittstate.edu](mailto:education.pittstate.edu)

---

**From:** James Oliver JR <[joliver@pittstate.edu](mailto:joliver@pittstate.edu)>**Sent:** Monday, October 16, 2023 12:33 PM**To:** Cherona Hicklin <[chicklin@pittstate.edu](mailto:chicklin@pittstate.edu)>**Cc:** Mary Carol Pomatto <[mpomatto@pittstate.edu](mailto:mpomatto@pittstate.edu)>; Jennifer Harris <[jharris@pittstate.edu](mailto:jharris@pittstate.edu)>**Subject:** Re: LDSP 600- Foundations of LeadershipCherona,  
Thanks.

Jamie

---

**From:** Cherona Hicklin <[chicklin@pittstate.edu](mailto:chicklin@pittstate.edu)>**Sent:** Monday, October 16, 2023 11:54 AM**To:** James Oliver JR <[joliver@pittstate.edu](mailto:joliver@pittstate.edu)>**Cc:** Mary Carol Pomatto <[mpomatto@pittstate.edu](mailto:mpomatto@pittstate.edu)>; Jennifer Harris <[jharris@pittstate.edu](mailto:jharris@pittstate.edu)>**Subject:** Re: LDSP 600- Foundations of Leadership

Hi Jamie,

Thank you for your email. We would be happy to have LDSP 600 included in this program. We are always looking for ways to partner with our colleagues across campus.

If there's anything else I can do to support this change, please don't hesitate to reach out.

Take care,  
Cherona*Cherona Hicklin, Ed.D.**Department Chair and Professor**Teaching and Leadership**College of Education**Pittsburg State University*

Firefox

<https://outlook.office.com/mail/id/AAQkAGI1Njg2OWU0LTNmN...>

620-235-4504

[education.pittstate.edu](mailto:education.pittstate.edu)

---

**From:** James Oliver JR <joliver@pittstate.edu>  
**Sent:** Monday, October 16, 2023 7:17 AM  
**To:** Cherona Hicklin <chicklin@pittstate.edu>  
**Cc:** Mary Carol Pomatto <mpomatto@pittstate.edu>; Jennifer Harris <jharris@pittstate.edu>  
**Subject:** LDSP 600- Foundations of Leadership

Cherona,

On Friday, Mary Carol, Jennifer Harris, and I met to discuss the addition of 6 hours to the Bachelor of Integrated Studies- Healthcare Innovation emphasis to make up the 6-hour difference as we transition from the Pathway to the KBOR GE package.

As this program continues to be refined, we will be altering the title of the emphasis to Healthcare Leadership and Innovation, to more readily reflect the coursework and potential of this interdisciplinary emphasis. As such we would like to add/include LDSP 600- Foundations of Leadership - 3-hours to the Core requirements of this emphasis. Currently there are 10 students with this degree program/emphasis declared (these students will be unaffected), but in the future we perceive growth. Currently, the catalog description indicates "Declared Leadership Minor or Permission of Instructor." Would you have any issues with the inclusion of this course in the core components of this course?

Best,  
Jamie

James Oliver,  
Professor of Art  
Chair, Department of Art  
Director, BGS  
Director, BIS  
Porter Hall 101  
Pittsburg State University  
1701 South Broadway  
Pittsburg, KS 66762  
620-235-4301

Firefox

<https://outlook.office.com/mail/id/AAQkAGI1Njg2OWU0LTNmN...>**Re: Bachelor of Integrated Studies- Healthcare Innovation elective additions from Communications**

Troy Comeau &lt;tcomeau@pittstate.edu&gt;

Mon 10/16/2023 8:25 AM

To: James Oliver JR &lt;joliver@pittstate.edu&gt;

Cc: Mary Carol Pomatto &lt;mpomatto@pittstate.edu&gt;; Jennifer Harris &lt;jharris@pittstate.edu&gt;

I see no issue. We would welcome these students in those classes if they choose those electives.

Have a great day!

Troy

Dr. Troy O. Comeau

Professor/Chair, Departments of Communication/English and Modern Languages

Pittsburg State University

Grubbs Hall 215

620-235-4724

---

**From:** James Oliver JR <joliver@pittstate.edu>**Sent:** Monday, October 16, 2023 7:22 AM**To:** Troy Comeau <tcomeau@pittstate.edu>**Cc:** Mary Carol Pomatto <mpomatto@pittstate.edu>; Jennifer Harris <jharris@pittstate.edu>**Subject:** Bachelor of Integrated Studies- Healthcare Innovation elective additions from Communications

Troy,

On Friday, Mary Carol, Jennifer Harris, and I met to discuss the addition of 6 hours to the Bachelor of Integrated Studies- Healthcare Innovation emphasis to make up the 6-hour difference as we transition from the Pathway to the KBOR GE package.

As this program continues to be refined, we will be altering the title of the emphasis to Healthcare Leadership and Innovation, to more readily reflect the coursework and potential of this interdisciplinary emphasis. As such we would like to add/include the following to the list of elective options/choices from Communications for students within this emphasis:

COMM 416- Social Influence and Persuasion- 3 hours

COMM 438- Gender Communication- 3 hours

COMM 576- Media Writing and Copy- 3 hours

Currently there are 10 students with this degree program/emphasis declared, but in the future, we perceive growth. Would you have any issues with the inclusion of this course in the core components of this course?

Best,  
Jamie

James Oliver,

Firefox

<https://outlook.office.com/mail/id/AAQkAGIINjg2OWU0LTNmN...>

Professor of Art  
Chair, Department of Art  
Porter Hall 101  
Pittsburg State University  
1701 South Broadway  
Pittsburg, KS 66762  
620-235-4301



## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024

Submission Date:

Department: Bachelor of Integrated Studi College: Arts & Sciences

Contact Person: James Oliver Chair

### Deletion Emphasis

If Emphasis, enter name of the Major: Bachelor of Integrated Studies- Liberal Studies

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

2. Rationale for change, including changes to curriculum objectives:

The Liberal Studies Emphasis within the Bachelor of Integrated Studies degree program has not had any majors in recent history.

3. Will this change affect any education majors? No

***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Deletion** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

As this emphasis is within the Bachelor of Integrated Studies program, an interdisciplinary program, coursework is chosen from various departments on campus, no other department/college or unit curricula is affected by this deletion.

5. Is this **Deletion** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

As this emphasis is within the Bachelor of Integrated Studies program, an interdisciplinary program solely within PSU, no degree program, minor/emphasis/ or certificate at any other Regent university is affected by this deletion.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Select One**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **Select One**  
*If “yes,” complete the course fee form on the Provost’s website, it will need to gain approval of the President’s Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?
  
10. Describe the program assessment plan (for **new** programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If “yes,” to both questions, it is the department’s responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

## CURRICULUM REVISIONS

	Existing	Proposed
<b>Title:</b>		
<b>Curriculum:</b> (Do not include GenEd)		

# Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 1/3/24 Signature, Chairperson: James Oliver Jr

-Approved: College Curriculum Committee

Date: 1/29/24 Signature, Committee Chair: Mary Carol Pomatto

-Approved: Dean of College

Date: 1/29/24 Signature, Dean: Mary Carol Pomatto

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024



Submission Date:

Department: Integrated Studies

College: Arts & Sciences



Contact Person: Catherine Hooley

Faculty



### Revision                      Emphasis

If Emphasis, enter name of the Major: Integrated Studies

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

- Two courses totaling 7 credit hours (GEOG 303: GIS I @ 4 hrs and GEOG 401: Urban and Regional Planning @ 3 hrs) were removed from the discipline choice categories and added to the required CORE category.
- The original "Core" courses were divided into two categories: "Core Content" and "Core Methods/Skills".
- Three courses were deleted: ECON-437 Economics of Sustainability, MKGT-610 Topics in Marketing: Sustainable Marketing and COMM-601 Intercultural Communication.

2. Rationale for change, including changes to curriculum objectives:

- The seven credit hours added to the Core is in response to the KBOR GE package being changed to 34-35 hours. This brings the program total hours from what was 55-58 to a new total of 62-63.
- The Core Methods/Skills categories were created so students can clearly see the skills and methods courses that are fundamental to the program.
- The three courses were deleted as they are no longer offered.

3. Will this change affect any education majors? No



***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

No. These changes will not affect any other programs at PSU.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No. There are no other programs like this at any other Regent university.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
No.
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**   
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
None.
10. Describe the program assessment plan (for **new** programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

### CURRICULUM REVISIONS

	Existing	Proposed
<b>Title:</b>	Integrated Studies with an Emphasis in Sustainability, Society and Resource Management	Integrated Studies with an Emphasis in Sustainability, Society and Resource Management
<b>Curriculum:</b> (Do not include GenEd)	Please see the attached file.	Please see the attached file.

# Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 1/3/24 Signature, Chairperson: James Oliver Jr

-Approved: College Curriculum Committee

Date: 1/29/24 Signature, Committee Chair: Mary Carol Pomatto

-Approved: Dean of College

Date: 1/29/24 Signature, Dean: Mary Carol Pomatto

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Departments(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.



## **EXISTING DEGREE PROGRAM:**

### **BACHELOR OF INTERGRATED STUDIES**

**with an emphasis in *Sustainability, Society and Resource Management***

#### **Program Requirements (55-58 hours)**

##### **CORE (22-23 HOURS)**

- SSRM-200 Introduction to Sustainability, Society and Resource Management (1 hour)
- BIOL-330 Principles of Ecology (3 hours)
- COMM-277 Introduction to Strategic Communication (3 hours)
- GEOG-302 Introduction to Environmental Geography (3 hours)
- ECON-201 Principles of Macroeconomics (3 hours)
- ENGL-301 Technical/Professional Writing (3 hours)
- Choose one (3-4 hours): SOSCI-388 Research and Quantitative Methods (4 hrs) **OR**  
BIOL-603 Biometry (3 hrs) **OR** COMM-717 Research Procedures in Communication (3 hrs)
- SSRM-600 Senior Seminar in Sustainability, Society and Resource Management (3 hours)

##### **SELECT 9 HOURS OF BIOLOGY**

- BIOL-313 Principles of Conservation (3 hours)
- BIOL-332 Natural History Interpretation (3 hours)
- BIOL-525 Urban Ecology (3 hours)
- BIOL-537 Regional Natural History (3 hours)
- BIOL-576 Human Dimensions of Natural Resource Management (3 hours)
- BIOL-612 Internship in Biology (1-3 hours)
- BIOL-617 Environmental Health (3 hours)
- BIOL-643 Natural History Interpretation (3 hours)

##### **SELECT 9 HOURS OF COMMUNICATION**

- COMM-438 Gender Communication (3 hours)
- COMM-450 Small Group Communication (3 hours)
- COMM-530 Interpersonal Communication (3 hours)
- COMM 576 Media Writing and Copy (3 hours)
- COMM-601 Intercultural Communication (3 hours)
- COMM-690 Internship in Applied Communication (\_\_\_\_) (1-3 hours)
- COMM-702 Mass Media Management (3 hours)
- COMM-726 Media Analysis and Criticism (\_\_\_\_) (3 hours)
- COMM-755 Organizational Communication (3 hours)
- COMM-785 International Communication (3 hours)
- COMM-795 Issues in Communication (\_\_\_\_)\* (3 hours) \*Must be taken as Risk/Crisis Communication.

##### **SELECT 9-11 HOURS OF GEOGRAPHY**

- GEOG-301 Urban Development (3 hours)
- GEOG-303 Geographic Information Systems I (4 hours)
- GEOG-401 Urban and Regional Planning (3 hours)

GEOG-403 Geographic Information Systems II (4 hours)  
GEOG-405 Computer Mapping (3 hours)  
GEOG-501 Urban and Rural Sustainability (3 hours)  
GEOG-502 Global Environmental Change (3 hours)  
GEOG-508 Geography of Hazards and Disasters (3 hours)  
GEOG-602 Service Learning in Sustainability Laboratory\* (3 hours) \*Permission of instructor required

**SELECT 3 ADDITIONAL HOURS FROM BIOL OR COMM OR GEOG**

**SELECT 3 HOURS OF POLITICAL/EQUITY**

PHIL-114 Environmental Ethics\* (3 hours)  
POLS-512 Topics in Environmental Politics (3 hours)  
POLS-609 Administrative Law (3 hours)  
SOC-443 Race and Ethnic Relations (3 hours)  
SOC-512 Social Stratification (3 hours)  
SOC-663 Women, Men and Society (3 hours)  
WGS-200 Intro to Women's Studies (3 hours)  
WGS-399 Women's Global Issues (3 hours)

**RECOMMENDED ELECTIVES (21-25 HOURS)**

ECON-437 Economics of Sustainability (3 hours)  
ENGL-566 (American Theme) American Environmental Literature (3 hours)  
MKGT-610 Topics in Marketing: Sustainable Marketing (3 hours)  
XXX Service Learning\* (Dept Specific) (3 hours) \*Can be course specific to a student focus, additional BIOL/COMM/SOSCI courses not used for major requirements, or courses recommended in consultation with advisor.

## PROPOSED DEGREE PROGRAM (changes highlighted):

### BACHELOR OF INTERGRATED STUDIES with an emphasis in *Sustainability, Society and Resource Management*

#### Program Requirements (62-63 hours)

##### CORE (29-30)

###### Core Content (19 hours)

- SSRM-200 Introduction to Sustainability, Society and Resource Management (1 hour)
- BIOL-330 Principles of Ecology (3 hours)
- COMM-277 Introduction to Strategic Communication (3 hours)
- GEOG-302 Introduction to Environmental Geography (3 hours)
- GEOG-401 Urban and Regional Planning (3 hours)
- ECON-201 Principles of Macroeconomics (3 hours)
- SSRM-600 Senior Seminar in Sustainability, Society and Resource Management (3 hours)

###### Core Methods/Skills (10-11 hours)

- ENGL-301 Technical/Professional Writing (3 hours)
- GEOG-303 Geographic Information Systems I (4 hours)
- Choose one (3-4 hours): SOSCI-388 Research and Quantitative Methods (4 hrs) **OR**  
BIOL-603 Biometry (3 hrs) **OR** COMM-717 Research Procedures in Communication (3 hrs)

##### SELECT 9 HOURS OF BIOLOGY

- BIOL-303 Regional Natural History (3 hours)
- BIOL-313 Principles of Conservation (3 hours)
- BIOL-343 Natural History Interpretation (3 hours)
- BIOL-525 Urban Ecology (3 hours)
- BIOL-576 Human Dimensions of Natural Resource Management (3 hours)
- BIOL-612 Internship in Biology (1-3 hours)
- BIOL-617 Environmental Health (3 hours)

##### SELECT 9 HOURS OF COMMUNICATION

- COMM-438 Gender Communication (3 hours)
- COMM-450 Small Group Communication (3 hours)
- COMM-530 Interpersonal Communication (3 hours)
- COMM 576 Media Writing and Copy (3 hours)
- COMM-690 Internship in Applied Communication (\_\_\_\_) (1-3 hours)
- COMM-702 Mass Media Management (3 hours)
- COMM-726 Media Analysis and Criticism (\_\_\_\_) (3 hours)
- COMM-755 Organizational Communication (3 hours)
- COMM-785 International Communication (3 hours)
- COMM-795 Issues in Communication (\_\_\_\_)\* (3 hours) \*Must be taken as Risk/Crisis Communication.

**SELECT 9 HOURS OF GEOGRAPHY**

- GEOG-301 Urban Development (3 hours)
- GEOG-403 Geographic Information Systems II (4 hours)
- GEOG-405 Computer Mapping (3 hours)
- GEOG-501 Urban and Rural Sustainability (3 hours)
- GEOG-502 Global Environmental Change (3 hours)
- GEOG-508 Geography of Hazards and Disasters (3 hours)
- GEOG-602 Service Learning in Sustainability Laboratory\* (3 hours) \*Permission of instructor required

**SELECT 3 ADDITIONAL HOURS FROM BIOL OR COMM OR GEOG****SELECT 3 HOURS OF POLITICAL/EQUITY**

- PHIL-114 Environmental Ethics (3 hours)
- POLS-512 Topics in Environmental Politics (3 hours)
- POLS-609 Administrative Law (3 hours)
- SOC-443 Race and Ethnic Relations (3 hours)
- SOC-512 Social Stratification (3 hours)
- SOC-663 Women, Men and Society (3 hours)
- WGS-200 Intro to Women's Studies (3 hours)
- WGS-399 Women's Global Issues (3 hours)

**RECOMMENDED ELECTIVES (22-24 HOURS)**

- ENGL-566 (American Theme) American Environmental Literature (3 hours)
- XXX Service Learning\* (Dept Specific) (3 hours) \*Can be course specific to a student focus, additional BIOL/COMM/SOSCI/SSRM courses not used for major requirements, or courses recommended in consultation with advisor.

### Faculty Senate Notification Form

This form is to be used to notify campus of changes that need to be updated in the university catalog but don't necessarily need Faculty Senate approval.

Effective Date: Fall 2024 Submission Date: December 5, 2023

Department: Modern Languages and Literatures College: Arts & Science

Contact Person: Myriam Krepps Chair/Coordinator

Originating Department(s): After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

**1. Purpose/Justification for this notification:**

No changes to the Modern Languages major (4 Emphasis: French Language and Culture, French Teacher Certification, Spanish Language and Culture, Spanish Teacher Certification), minor (French, Spanish), and certificate (French, Spanish), beyond swapping Gen Ed for Pitt Pathway.

**2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? No** *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

Informing on the change from Pitt Pathway to Gen Ed.

**3. Is this notification related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? No** *Whether a "yes" or "no" response, please provide an explanation.*

Informing on the change from Pitt Pathway to Gen Ed.

	Existing Select One	New/Proposed Select One
Modality of:		
Admission Requirements:		
Pre/Co-Requisite(s):		
Other: (ex. Gen Ed ONLY)	Pitt Pathway	Gen Ed

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 1/8/24 Signature, Chairperson: Jerry O. Comman

-Approved: Dean of College

Date: 1/29/24 Signature, Dean: Mary Carol Pomatto

-Recognized by: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

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

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
Yes, potentially. The Exercise Science program currently requires CIS 130 as a Pathway course and they will need to update their degree requirements to include this course if they continue to require it in the new general education requirements instead of CIS 130 which will no longer be provided. Two Associate of Applied Science Degrees also include CIS 130 as an elective.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
**No**
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
**No.** The resources required for this course will be repurposed from the CIS equivalent.

- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Computer Information Systems
Course Number:		DSIS 130
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		None
Course Description		An introduction to the use of computer systems in business and industry. Computer hardware and software, data communications, and computer based information systems. Introduction to word processing, spreadsheets, databases, and a survey of programming languages.



## Authorization/Notification Sign-Off Sheet

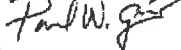
-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:46:11 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:34:45 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:45:24 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Computer Information Systems  
DSIS130-01  
Location: TBD  
Time: TBD

---

**Instructor:** Mr. Dwight Strong  
**Office:** TBD  
**Hours:** TBD  
**Phone:** 620-235-4540  
**E-mail:** [dstrong@pittstate.edu](mailto:dstrong@pittstate.edu) (Please email me in Canvas email)

---

### **Textbook**

There is no textbook for this course. All content is in Canvas.

### **Catalog Course Description**

An introduction to the use of computer systems in business and industry. Computer hardware and software, data communications, and computer based information systems. Introduction to word processing, spreadsheets, databases, and a survey of programming languages.

### **Prerequisites**

None

### **Course Objectives / Learning Outcomes**

After completing this course a student should be able to:

1. Identify the specifications and configurations of computer hardware.
2. Identify the role of an operating system.
3. Use the Internet to find information and determine its credibility.
4. Use word processing software to create, edit, and produce professional documents.
5. Create spreadsheets and charts for problem-solving.
6. Utilize a database.
7. Use presentation software to create, edit, and produce professional presentations.
8. Identify the ethical and social standards of conduct regarding the use of information and technology.
9. Identify security threats and solutions.
10. Identify the specifications and legal use of computer software
11. Identify basic components of computer networking for home or small networks
12. Articulate the ways a computer represents common forms of data

### **General Education Goals**



- Goal #1: Students should be able to communicate effectively.  
 Goal #2: Students should be able to think critically.  
 Goal #3: Students should be able to function responsibly in the world in which they live.

**Sample Course Schedule**

August	21	Introduction to Course		16	MS Excel Demo II
	23	Computer System Overview		18	LAB 3: MS Excel II
	25	Application Software		20	LAB 3: MS Excel II
	28	Application Software		23	LAB 3: MS Excel II
	30	System Software		25	Database Basics
September	1	System Software		27	DB Tables and Relationships
	4	Labor Day Holiday		30	DB Queries / Review
	6	Computer System Hardware	November	1	Exam 2
	8	Data Representation		3	MS Access Demo I
	11	Data Representation		6	LAB 4: MS Access I
	13	Review		8	LAB 4: MS Access I
	15	Exam 1		10	LAB 4: MS Access I
	18	Internet and World Wide Web		13	MS Access Demo II
	20	Internet and World Wide Web		15	LAB5: MS Access II
	22	Networking and Security		17	LAB5: MS Access II
	25	Networking and Security		20	Thanksgiving
	27	Ethics and Computers		22	Thanksgiving
	29	Ethics and Computers		24	Thanksgiving
October	2	MS Word Demo		27	LAB5: MS Access II
	4	LAB 1: MS Word		29	LAB5: MS Access II
	6	LAB 1: MS Word	December	1	MS Powerpoint Demo
	9	MS Excel Demo I		4	LAB6: MS Powerpoint
	11	LAB 2: MS Excel I		6	LAB6: MS Powerpoint
	13	LAB 2: MS Excel I		8	Review
				13	Final Exam



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Computer Information Systems  
DSIS130-01  
Location: TBD  
Time: TBD

### **Teaching Methods**

These will include lectures and readings from the textbook as well as various homework assignments. There will be some online tutorials available as well as online assignments. There will be lab assignments for each of the Microsoft Office products.

### **Canvas**

Notes from the lectures will be posted on Canvas. There will be online assignments posted on Canvas as quizzes. The descriptions for the Microsoft Office labs will be posted on Canvas, and the final file for each Lab assignment will need to be uploaded to Canvas. The exams will also be online in Canvas.

### **Attendance Policy**

Students are expected to attend class regularly and participate in the activities of the class. Exams will be given on the days indicated in the Syllabus. Any student requesting a different time must contact the instructor at least one week prior to the posted exam date. If there is an emergency, the instructor must be notified as soon as possible and at least one day prior to returning to class.

Assignments and Labs are expected to be turned in on time. The due dates will be posted in Canvas. **Assignments and Labs turned in late will not be accepted.**

### **Classroom Conduct**

Students should conduct themselves appropriately as outlined in the Academic Integrity Policy described below.

Each student is responsible for his/her own assignments. Any student who copies another's work or provides a copy of his/her work to another student will receive a zero for that assignment. Any student who repeats this offense will receive an "F" for the course and may be subject to dismissal from the University due to Academic Misconduct.

### **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.



**KELCE**  
**COLLEGE OF BUSINESS**

Pittsburg State University

**Course Syllabus:**  
Computer Information Systems  
DSIS130-01  
Location: TBD  
Time: TBD

**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.

**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 (2)		200 points		
Final Exam		130 points		
Labs (6)		300 points		
Assignments/quizzes	up to	<u>110 points</u>		
		740 points		
A (90 – 100%)	B (80 – 89%)	C (70 – 79%)	D(60 – 69%)	

**Note**

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

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
Yes, the Computer Science program currently requires CIS 230 and they will need to update their degree requirements to include this course instead of CIS 230 which will no longer be provided. Physics, Math, and Geography also list CIS 230 as an elective.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No. The resources required for this course will be repurposed from the CIS equivalent.


- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Introduction to Programming
Course Number:		DSIS 230
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Prerequisite: MATH 019 Intermediate Algebra or MATH 110 College Algebra with Review or MATH 113 College Algebra.
Course Description		The course introduces students to the basic elements and concepts of object-oriented programming. The language used as the tool to convey the concepts of programming will be a programming language such as Visual Basic or C++.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:48:49 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:35:17 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:47:13 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_





---

**Instructor:** Dr. David Sikolia  
**Office:** Kelce 223H  
**Hours:** TBD  
**Phone:** 620-235-6040  
**E-mail:** dsikolia@pittstate.edu

---

### **Textbook**

Starting Out with Java: From Control Structures through Data Structures, Fourth Edition – Tony Gaddis & Godfrey Muganda - Pearson, ISBN: 9780137502813



### **Catalog Course Description**

The course introduces students to the basic elements and concepts of object-oriented programming. The language used as the tool to convey the concepts of programming will be a programming language such as Visual Basic or C++.

### **Prerequisites**

MATH 019 Intermediate Algebra or MATH 110 College Algebra with Review or MATH 113 College Algebra.

### **Course Objectives / Learning Outcomes**

1. Students will have a basic and advanced understanding of the structure and syntax of the Java Programming language.
2. Students will have a basic and advanced understanding of the program development process.
3. Students will experience developing algorithms for solving simple business problems and be able to express those algorithms using Java.

### **Teaching Methods**

Computer lab demonstrations and lectures, assigned readings, hands-on assignments, etc.

### **Canvas**

The Canvas system will be used as a primary means to distribute class materials and information. You must check the Canvas frequently for class announcements, quizzes, assignments, and exam information.

### **Attendance Policy**

Please make sure you attend class and keep up with all the assignments. All assignments must be on time to be accepted.

## Course Outline

Date	Topic	Assignments
August 22 <sup>nd</sup>	Introduction to Computers and Java	Assignment 1
August 29 <sup>th</sup>	Java Fundamentals	Assignment 2
September 5 <sup>th</sup>		
September 12 <sup>th</sup>	Decision structures	Assignment 3
September 19 <sup>th</sup>		
September 26 <sup>th</sup>	Loops and Files	Assignment 4
October 3 <sup>rd</sup>		
October 10 <sup>th</sup>	<b>Mid-term exam</b>	
October 17 <sup>th</sup>	Methods	Assignment 5
October 24 <sup>th</sup>		
October 31 <sup>st</sup>	A first look at Classes	Assignment 6
November 7 <sup>th</sup>		
November 14 <sup>th</sup>	Arrays and the ArrayList Class	Assignment 7
November 21 <sup>st</sup>	<b>Thanksgiving break</b>	
November 28 <sup>th</sup>	Arrays and the ArrayList Class	
December 5 <sup>th</sup>		
December 12 <sup>th</sup>	Final's week	
December 19 <sup>th</sup>	Grades due	

+ The dates are Tuesdays for the given week

### Classroom Conduct

Please always be professional and adhere to the student code of conduct policy by Kelce College of Business.

### Academic Integrity

All Pitt State students are bound by the university's academic integrity policies 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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and notify instructors in advance of anticipated absences, late arrivals, or early departures whenever possible.
- Turn off cell phones or other electronic devices in class unless permission is granted.
- Refrain from class disturbances.
- Refrain from using profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.

- Prepare assignments and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member or administrator).

### **Students with Disabilities**

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

### **Course Evaluation Methods**

1. Exams – 400 points (Mid-term and Final 200 points each).
2. Seven assignments (490 points total, 70 points each): Assignments are due at the specified time on the due date.

**Late assignments will NOT be accepted and will receive a zero.**

3. Participation (110 points) will include in-class activities such as quizzes, programming tasks, group work, etc.
4. There might be extra credit opportunities throughout the semester. Extra credit assignments can't be made up.
5. Grades: The grading scale is as follows: 90% to 100%, A; 80%-89%, B; 70% - 79%, C; 60% - 69%, D; Below 60%, F.
6. Although I sympathize with personal conflict (need a B to graduate, need a C to stay in school, etc.), I believe that they cannot validly be considered in grade calculations. Giving personal considerations to one student is unfair to the rest of the class. Therefore, personal conflicts will not be considered in grade calculation. So, please do not ask.

### **Note**

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

**Link to Syllabus supplement  
Supplement**

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
Yes, the Computer Science program currently requires CIS 240 and they will need to update their degree requirements to include this course instead of CIS 240 which will no longer be provided. Physics and Math also list CIS 240 as an elective.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None.
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No. The resources required for this course will be repurposed from the CIS equivalent.

- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Intermediate Programming
Course Number:		DSIS 240
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Prerequisite: DSIS 230 Introduction to Programming. Corequisite: DSIS 380 Systems Analysis and Design.
Course Description		The course covers intermediate concepts of object-oriented programming using an advanced programming language such as Java. It covers object-oriented programming concepts such as advanced algorithm development, modeling using UML, design concepts, pattern development, and application architecture. It is intended to be a second course in programming concepts.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:46:57 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:35:50 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:47:44 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

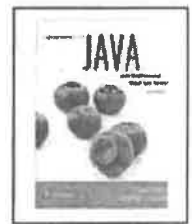


**Instructor:** Dr. David Sikolia  
**Office:** Kelce 223H  
**Hours:** TBD  
**Phone:** 620-235-6040  
**E-mail:** dsikolia@pittstate.edu

---

### **Textbook**

Starting Out with Java: From Control Structures through Data Structures, Fourth Edition – Tony Gaddis & Godfrey Muganda - Pearson, ISBN: 9780137502813



### **Catalog Course Description**

An in-depth discussion and practice using the Java language.

### **Prerequisites**

Prerequisite: CIS 230 Introduction to Programming. Corequisite: CIS 380 Systems Analysis and Design.

### **Course Objectives / Learning Outcomes**

1. Students will have a basic and advanced understanding of the structure and syntax of the Java Programming language.
2. Students will have a basic and advanced understanding of the program development process.
3. Students will experience developing algorithms for solving simple business problems and be able to express those algorithms using Java.

### **Teaching Methods**

Computer lab demonstrations and lectures, assigned readings, hands-on assignments, etc.

### **Canvas**

The Canvas system will be used as a primary means to distribute class materials and information. You must check the Canvas frequently for class announcements, quizzes, assignments, and exam information.

### **Attendance Policy**

Please make sure you attend class, and keep up with all the assignments. No late assignments will be accepted.

**Course Outline**

<b>Date</b>	<b>Topic</b>	<b>Assignments</b>
August 22 <sup>nd</sup>	Introduction to Computers and Java	Assignment 1
August 29 <sup>th</sup>	Java Fundamentals	Assignment 2
September 5 <sup>th</sup>		
September 12 <sup>th</sup>	Decision structures	Assignment 3
September 19 <sup>th</sup>		
September 26 <sup>th</sup>	Loops and Files	Assignment 4
October 3 <sup>rd</sup>		
October 10 <sup>th</sup>	<b>Mid-term exam</b>	
October 17 <sup>th</sup>	Methods	Assignment 5
October 24 <sup>th</sup>		
October 31 <sup>st</sup>	A first look at Classes	Assignment 6
November 7 <sup>th</sup>		
November 14 <sup>th</sup>	Arrays and the ArrayList Class	Assignment 7
November 21 <sup>st</sup>	<b>Thanksgiving break</b>	
November 28 <sup>th</sup>	Arrays and the ArrayList Class	
December 5 <sup>th</sup>		
December 12 <sup>th</sup>	Final's week	
December 19 <sup>th</sup>	Grades due	

+ The dates are Tuesdays for the given week

**Classroom Conduct**

Please always be professional and adhere to the student code of conduct policy by Kelce College of Business.

**Academic Integrity**

All Pitt State students are bound by the university's academic integrity policies 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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and notify instructors in advance of anticipated absences, late arrivals, or early departures whenever possible.
- Turn off cell phones or other electronic devices in class, unless permission to use them has been granted.
- Refrain from class disturbances.
- Refrain from the use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.



- Refrain from giving or receiving inappropriate assistance.
- Prepare assignments and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member or administrator).

### **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**

1. Exams – 400 points (Mid-term and Final 200 points each).
2. Seven assignments (490 points total, 70 points each): Assignments are due at the specified time on the due date.

**Late assignments will NOT be accepted and will receive a zero.**

3. Participation (110 points) will include in-class activities such as quizzes, programming tasks, group work, etc.
4. There might be extra credit opportunities throughout the semester. Extra credit assignments can't be made up.
5. Grades: The grading scale is as follows: 90% to 100%, A; 80%-89%, B; 70% - 79%, C; 60% - 69%, D; Below 60%, F.
6. Although I sympathize with personal conflict (need a B to graduate, need a C to stay in school, etc.), I believe that they cannot validly be considered in grade calculations. Giving personal considerations to one student is unfair to the rest of the class. Therefore, personal conflicts will not be considered in grade calculation. So, please do not ask.

### **Note**

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

**Link to Syllabus supplement Supplement**

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
Yes, the Computer Science program currently requires CIS 230 and they will need to update their degree requirements to include this course instead of CIS 230 which will no longer be provided.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None.
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No. The resources required for this course will be repurposed from the CIS equivalent.

7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Systems Analysis and Design
Course Number:		DSIS 380
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Prerequisite: DSIS 230 Introduction to Programming
Course Description		An introduction to methods used to design computer applications. The course will explore traditional and object-oriented methods used for the analysis and design of large application systems. It will focus on Object Oriented Analysis (OOA) and Object-Oriented Design (OOD) methodologies.

# Authorization/Notification Sign-Off Sheet

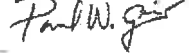
-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:47:24 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:36:18 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:48:07 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Systems Analysis and Design  
CIS 380-01  
Meeting time/place: TBD

---

**Instructor:** Jae Choi, Ph.D, Professor of CIS  
**Hours:** TBD  
**E-mail:** Canvas messages are preferred: [jchoi@pittstate.edu](mailto:jchoi@pittstate.edu)  
**Office:** Kelce 223C

---

### **Textbook**

Systems Analysis & Design: An Objected-Oriented Approach with UML 6th Edition,  
Dennis, Wixom and Tegarden, Wiley, 2020. ISBN-13: 978-1119559917



### **Catalog Course Description**

An introduction to methods used to design computer applications. The course will explore traditional and object oriented methods used for the analysis and design of large application systems. It will focus on Object Oriented Analysis (OOA) and Object Oriented Design (OOD) methodologies.

### **Prerequisites**

CIS 230 Introduction to Programming

### **Course Objectives / Learning Outcomes**

- Students will be introduced to Software Systems Analysis techniques and Methodologies.
- Students will learn object-oriented modeling tools and techniques for designing business applications.
- To introduce managerial issues related to different designs of information systems
- To introduce Unified Modeling Language for design communication

### **General Education Goals**

N/A



### Course Outline

The table below gives an approximate schedule for topics and activities. The instructor reserves the right to modify or amend the course schedule whenever necessary.

Week	Activities	Note
Week 1 (8/21-23)	<ul style="list-style-type: none"><li>• Introduction and Course Overview</li><li>• Requirement Determination</li></ul>	Group Formed
Week 2 (8/28-30)	<ul style="list-style-type: none"><li>• Functional Requirement Activity</li><li>• Group Presentation</li></ul>	
Week 3 (9/6)	<ul style="list-style-type: none"><li>• Functional Modeling with UML Tools</li></ul>	
Week 4 (9/11-13)	<ul style="list-style-type: none"><li>• Use Case Description with CD case</li><li>• Exercise for Use Case Description and discussion</li></ul>	
Week 5 (9/18-20)	<ul style="list-style-type: none"><li>• Activity Diagram</li><li>• Exercise for Activity Diagram and discussion</li></ul>	Exam 1 posted on 9/20
Week 6 (9/25-27)	<ul style="list-style-type: none"><li>• Exam 1</li></ul>	Exam 1 due 4PM on 9/27
Week 7 (10/2-4)	<ul style="list-style-type: none"><li>• Exam 1 presentation</li><li>• OOP Concept with an example (Boat class)</li></ul>	
Week 8 (10/9-11)	<ul style="list-style-type: none"><li>• OOP Concept with an example (Boat class)</li><li>• OOP exercise (Dog/Cat classes)</li></ul>	
Week 9 (10/16-18)	<ul style="list-style-type: none"><li>• Presentation for OOP Exercise</li><li>• Structural Modeling</li></ul>	
Week 10 (10/23-25)	<ul style="list-style-type: none"><li>• Exercise for Structural Modeling Part 1 (Table)</li><li>• Exercise for Structural Modeling Part 2 (Simple Class)</li><li>• Exam 3 Project Topic Discussion</li></ul>	Exam 2 posted on 10/25



# KELCE COLLEGE OF BUSINESS

Pittsburg State University

## Course Syllabus:

Systems Analysis and Design

CIS 380-01

Meeting time/place: 9:30AM MW at Kelce 103

Fall 2023

Week	Activities	Note
Week 11 (10/30-11/1)	<ul style="list-style-type: none"><li>Exam 2</li></ul>	Exam 2 due 4PM on 11/1
Week 12 (11/6-8)	<ul style="list-style-type: none"><li>Exam 2 Presentation</li><li>Dynamic Modeling</li></ul>	
Week 13 (11/13-15)	<ul style="list-style-type: none"><li>Exercise for Dynamic Modeling</li></ul>	Exam 3 Posted on 11/13
11/20-22	Thanksgiving holidays	
Week 14 (11/27-29)	<ul style="list-style-type: none"><li>Exam 3 Meetings</li></ul>	
Week 15 (12/4-6)	<ul style="list-style-type: none"><li>Exam 3 Meetings</li></ul>	
Week 16 (12/11-13)	<ul style="list-style-type: none"><li>Presentation at 9AM on 12/13</li></ul>	Exam 3 Project Submission due 4PM on 12/13

### Teaching Methods

Reading materials, video clips, case analysis, and assigned labs.

### Canvas

Class announcements and assignments will be posted on Canvas. Private communication with your instructor will be done through Canvas messaging system. You are expected to regularly visit Canvas course homepage to keep up with ongoing class discussion and information update.

### Submission

All the weekly activities need to be submitted to Canvas. It is your responsibility to confirm if your submission file is intact. Please, check out your file after each submission (by downloading and reviewing your submitted file) and send your submission file via Canvas message if something goes wrong. In case your file is corrupted/not visible/empty, you will receive zero.

### Attendance Policy



Students are expected to access Canvas regularly and participate fully in the activities of the class. The instructor will drop students with excessive absence.

### **Late Submission Policy**

- Late submission is not allowed in principle
- Inform your instructor if you encounter an emergency situation before the submission due date

### **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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).





**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Systems Analysis and Design  
CIS 380-01  
Meeting time/place: 9:30AM MW at Kelce 103  
Fall 2023

### **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**

- There will be three exams; Exam 1 (20%), 2 (20%), 3 (40%): 80% in total).
- There will be activities on a variety of topics; 20 % of the grade in total.
- The maximum grade scale is 90% A, 80% B, 70% C, and 60% D.

### **Note**

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

## Faculty Senate Course Form

Effective Date: Fall

2024

Submission Date:

Department: KUSB

College of: Business

Contact Person: Alex Binder

Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Select One** to Course:

A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

Yes, the Geography program currently lists CIS 420 as an elective and they will need to update their degree requirements to include this course instead of CIS 420 which will no longer be provided.
3. Will this course be required of any education majors? No

*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?

None.
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**

No. The resources required for this course will be repurposed from the CIS equivalent.

7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Management Information Systems
Course Number:		DSIS 420
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Prerequisite: "C" in DSIS 130 Computer Information Systems
Course Description		Survey of the principal concepts with emphasis on computer-based transactional and management information system. Computer systems, files and file processing, systems analysis and design, managerial, organizational and social impacts.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:47:57 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:36:53 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:48:33 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Management Information Systems  
CIS 420-01  
Meeting time/place: TBD

---

**Instructor:** Jae Choi, Ph.D, Professor of CIS  
**Hours:** TBD  
**E-mail:** **Canvas message is preferred:** [jchoi@pittstate.edu](mailto:jchoi@pittstate.edu)  
**Office:** Kelce 223C

---

### Course structure

- Mondays: Lecture and quizzes
- Wednesdays: Hands-on activities. Bring your earphone as some activities require you to watch video clips

### Textbook

We don't have any mandatory textbook. Course materials will be sourced from a variety of resources including the following books. Although you are NOT required to purchase any of these materials, they can be helpful when you need deeper understanding.



Recommended 1: Experiencing MIS, Kroenke and Boyle, Pearson 10th edition, 2022  
ISBN: 9780137602209

Recommended 2: Business Process Integration with SAP S/4HANA, Magal and Word, Epistemy Press LLC, 2020, ISBN: 9780997209235

Recommended 3: Practical Analytics, Kale and Johns, Epistemy Press LLC, 2<sup>nd</sup> edition, 2020, ISBN: 9780997209242

Recommended 4: The self-taught programmer: the definite guide to programming professionally, Althoff, Self-taught media, ISBN: 978-0999685907

### Catalog Course Description

Survey of the principle concepts with emphasis on computer-based transactional and management information system. Computer systems, files and file processing, systems analysis and design, managerial, organizational and social impacts.

### Prerequisites

"C" in CIS 130 Computer Information Systems, junior standing, or permission of instructor

### Course Objectives / Learning Outcomes



- Students will be introduced to Business Process Integration utilizing Enterprise Application Systems such as ERP
- Students will be introduced to contemporary IT topics including Data Analytics, Artificial Intelligence, and System Development

**General Education Goals**

N/A

**Course Outline**

The table below gives an approximate schedule for topics and activities. The instructor reserves the right to modify or amend the course schedule whenever necessary.

<b>Week</b>	<b>Topics</b>	<b>Activity Submission Due</b>	<b>Resource</b>
Week 1 (8/21-23)	Introduction and Course Overview Form your group	4:00 PM on Wednesday	Syllabus and Kroenke Ch1
Week 2 (8/28-30)	Relational Database	4:00 PM on Wednesday	Kroenke Ch5 and other sources
Week 3 (9/6)	Database Management System using MS Access	4:00 PM on Wednesday	Kroenke Ch5
Week 4 (9/11-13)	Business Intelligence and Generative AI tools	4:00 PM on Wednesday	Kroenke Ch3, Ext. 2
Week 5 (9/18-20)	Data Analytics using SAP Cloud Analytics: Group Activity	4:00 PM on Wednesday	Kale Ch1-Ch6
Week 6 (9/25-27)	Exam 1	4:00 PM on Wednesday	
Week 7 (10/2-4)	Python 1: The beginning and Logics	4:00 PM on Wednesday	Althoff and other resources
Week 8 (10/9-11)	Python 2: Loop	4:00 PM on Wednesday	Althoff and other resources
Week 9 (10/16-18)	Python 3: Data Visualization with Python Matplotlib	4:00 PM on Wednesday	Althoff and other resources



<b>Week</b>	<b>Topics</b>	<b>Activity Submission Due</b>	<b>Resource</b>
Week 10 (10/23-25)	Python 4: Big Data Analysis with Python Pandas	4:00 PM on Wednesday	Althoff and other resources
Week 11 (10/30-11/1)	Exam 2	4:00 PM on Wednesday	
Week 12 (11/6-8)	Business Process and BPMN activity using SAP Signavio	4:00 PM on Wednesday	Kroenke Ch8
Week 13 (11/13-15)	ERP and Introduction to GBI	4:00 PM on Wednesday	Kroenke Ext. 11, Magal.
11/20-22	Thanksgiving holidays	No Class	
Week 14 (11/27-29)	SAP S/4 HANA Navigation (Fiori): Group Activity	4:00 PM on Wednesday	Kroenke Ext. 11, Magal.
Week 15 (12/4-6)	SAP S/4 HANA SD module (Fiori): Group Activity	12:15 PM on Wednesday	Kroenke Ext. 11, Magal.
Week 16 (12/11-13)	Final Exam	4:00 PM on 12/13	

### **Teaching Methods**

Reading materials, video clips, case analysis, and assigned labs.

### **Canvas**

Class announcements and assignments will be posted on Canvas. Private communication with your instructor will be done through Canvas messaging system. You are expected to regularly visit Canvas course homepage to keep up with ongoing class discussion and information update.

### **Submission**

All the weekly activities need to be submitted to Canvas. It is your responsibility to confirm if your submission file is intact. Please, check out your file after each submission (by downloading and reviewing your submitted file) and send your submission file via Canvas message if something goes wrong. In case your file is corrupted/not visible/empty, you will receive zero.



### **Attendance Policy**

Students are expected to access Canvas regularly and participate fully in the activities of the class. The instructor will drop students with excessive absence.

### **Late Submission Policy**

- Late submission is not allowed in principle
- Inform your instructor if you encounter an emergency situation before the submission due date

### **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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.





**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Management Information Systems  
CIS 420-01  
Meeting time/place: 11AM MW at Kelce 105  
Fall 2023

- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).

### **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**

- There will be three exams; each exam is 20% of the final grade (60% in total).
- There will be weekly activities on a variety of topics; 40 % of the grade in total.
- The maximum grade scale is 90% A, 80% B, 70% C, and 60% D.

### **Note**

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

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, the course is not required or included in any other program.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
**None**
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
**No.** The resources required for this course will be repurposed from the CIS equivalent.

- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Data Analytics: Business Intelligence
Course Number:		DSIS 430
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Prerequisite: DSIS 420 Management Information Systems
Course Description		This class focuses on collection of, storing, accessing, and manipulating standard-size and large datasets; data visualization; predictive analytics and clustering. Various data mining techniques will be discussed, and analytical tools and programming packages (R and R Studio) will be introduced and utilized to analyze data and to present results.

## Authorization/Notification Sign-Off Sheet

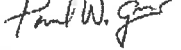
-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:49:08 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:37:15 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:49:24 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



**Instructor:** Dr. Wei Sha, Associate Professor  
**Office:** Kelce 223e  
**Hours:** TBD  
**Phone:** 620-235-4542  
**E-mail:** [wsha@pittstate.edu](mailto:wsha@pittstate.edu)

---

### **Textbook**

Business Analytics, 4<sup>th</sup> Edition, by Cam, Cochran and Fry, published by Cengage Learning, ISBN 9780357131787

### **Catalog Course Description**

This class focuses on collection of, storing, accessing, and manipulating standard-size and large datasets; data visualization; predictive analytics and clustering. Various data mining techniques will be discussed, and analytical tools and programming packages (R and R Studio) will be introduced and utilized to analyze data and to present results.

### **Prerequisites**

CIS 420 Management Information Systems.

### **Course Objectives / Learning Outcomes**

1. Be able to identify data analytic concepts and illustrate the application and importance of these concepts.
2. Be able to demonstrate proper data analytic techniques.
3. Be able to demonstrate using analytical and programming tools for data analytics
4. Be able to conduct a data analytic project with completed deliverables.
5. Be able to demonstrate the importance of ethics in data analytics.

### **Teaching Methods**

Lectures, discussions, in class demonstrations, video demonstrations, etc.

### **Canvas**

The Canvas system will be used as a primary means to distribute class materials and information. It is your responsibility to check the Canvas frequently about class announcements, quizzes, assignments, and exam information

### **Classroom Conduct**

Please be a professional at all times and adhere to the student code of conduct policy by Kelce College of Business.



### **Course Outline**

Tentative Outline. Please check Canvas for more details.

Week 1	Introduction
Week 2	Data Science Basics
Week 3	Centrality, Correlation and Excel
Week 4	Data Visualization
Week 5	Data Visualization
Week 6	Probabilities
Week 7	Probabilities
Week 8	Forecasting
Week 9	Forecasting
Week 10	Regression
Week 11	Regression
Week 12	Classification
Week 13	Classification
Week 14	Association
Week 15	Data Warehouse and SQL
Week 16	Final

### **Attendance Policy**

Students are expected to attend every class. Students who have school-sponsored activities that will conflict with any scheduled class activities or quizzes should let the instructor know ASAP with written notifications.

### **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**

1. Homework (about 490 points total): Homework is due at the specified time on the due date. Please check Canvas for more details.
2. Mid Term Exam (100 points):  
We'll have a midterm exam in October. Please check Canvas for more details.
3. Final Project (100 points):  
You would need to analyze a set of data and present your findings in a research report. It will serve as your final exam. Please check Canvas for more details.



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

4. Late assignment policy:  
**Late homework will NOT be accepted and will receive a zero. Absences from exams without instructor's prior approval will result in a grade of zero for that exam.**
5. Extra credit opportunities are not guaranteed and can't be made up.
6. Grades: The grading scale is as follows: 90% to 100%, A; 80%-89%, B; 70% - 79%, C; 60% - 69%, D; Below 60%, F.
7. Although I sympathize with personal conflict (need a B to graduate, need a C to stay in school, etc.), I believe that they cannot validly be considered in grade calculations. Giving personal considerations to one student is unfair to the rest of the class. Therefore, personal conflicts will not be considered in grade calculation. So, please do not ask.

### **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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Business.**

- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).

**Note**

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



## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date:  
Department: KUSB College of: Business   
Contact Person: Jae Choi Faculty   
Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New**  to Course:  
The Data Science Information Systems program at Kelce College of Business aims to advance the discipline of data science by adding three new core data science courses. Data visualization serves as one of the most effective techniques for exploring, analyzing, and disseminating patterns in quantitative data.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No; this course will be taught in the College of Business as part of the Data Science and Information Systems curriculum.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No; no additional resources are required.

7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Data Visualization
Course Number:		DSIS 440
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		CIS 420 Management Information Systems
Course Description		Data visualization serves as one of the most effective techniques for exploring, analyzing, and disseminating patterns in quantitative data. Students will learn sophisticated techniques for transforming data into visual information in this course. Enterprise applications for data analytics and a variety of programming libraries for data visualization will be covered. The course will provide students with opportunities to learn through hands-on activities and projects.

## Authorization/Notification Sign-Off Sheet

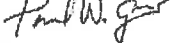
-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:55:08 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:37:45 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:49:46 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



---

**Instructor:**  
**Office:**  
**Hours:**  
**Phone:**  
**E-mail:**

---

### **Textbook**

TBD

### **Catalog Course Description**

Data visualization serves as one of the most effective techniques for exploring, analyzing, and disseminating patterns in quantitative data. Students will learn sophisticated techniques for transforming data into visual information in this course. Enterprise applications for data analytics and a variety of programming libraries for data visualization will be covered. The course will provide students with opportunities to learn through hands-on activities and projects. Prerequisites: CIS 420 Management Information Systems

### **Prerequisites**

DSIS 420 Management Information Systems

### **Course Objectives / Learning Outcomes**

At the end of the semester, you should be able to:

1. Understand the fundamental principles of analytic design
2. Understand the different types of data visualization
3. Convert raw data into compelling data visualizations using proper tools and techniques
4. Provide actionable information based on a variety of visualizations

### **Course Evaluation Methods**

Each student's final grade will be based on their ability to demonstrate their proficiency in accomplishing the course objectives. To evaluate progress in accomplishing these objectives and to provide feedback on each student's learning the instructor will look at the following items:

Component	Weight
Exams	60%

Hands-on Activities and Projects	30%
Attendance and Participation	10%

**Exams (60%):** There will be three midterm exams worth 40% of your overall grade. There will also be a final comprehensive exam worth 20% of each student's overall grade. Each exam may be composed of a variety of questions including multiple-choice questions, true/false questions, short answer questions, analytical problems, and/or a short essay. The exams are designed to evaluate each student's ability to recall, intelligently communicate, and demonstrate their understanding of the ideas covered throughout the semester. Any incidences of academic dishonesty will be treated on a case-by-case basis.

**Hands-on Activities and Projects (30%):** The hands-on activities and projects are designed to help each student learn and practice the material needed to be successful on the exams. Instructions for the activities and projects are on Canvas.

**Attendance and Participation (10%):** Each student is expected to attend and participate in class discussions. Each student gets two free absences for any reason. Any absence beyond the second will result in reduction of this portion of your grade. Absences will not be marked as excused or unexcused, except for sessions when there is an exam. Students who miss for an excused reason should be prepared to provide documentation. Please notify the instructor of any prolonged absences and alternative arrangements for the completion of course material will be made. Participation in class is required. Students may be docked points for distracting or otherwise harming the learning experience of their classmates.

Letter grades will be assigned according to the standard scale.

A: 90%-100%, B: 80%-89%, C: 70%-79%, D: 60%-69%, F: below 60%

7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Artificial Intelligence
Course Number:		DSIS 450
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		DSIS 240 Intermediate Programming
Course Description		This course introduces artificial intelligence techniques used in business information systems. It begins with a brief history AI. The course will cover some of the current applications and trends in AI as well as the algorithms and programming logic used in these systems. The course will provide students a hands-on learning experience in implementing some of the techniques and algorithms.

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date:  
Department: KUSB College of: Business   
Contact Person: Dwight Strong Faculty   
Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
Artificial Intelligence is becoming a more prominent part of Business Information Systems. This course is designed to introduce the techniques of AI used in business and how to implement the within Information Systems. This course will better prepare our students for future needs of business.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No; this course will be taught in the College of Business as part of the Data Science and Information Systems curriculum.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No additional resources will be required.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:55:19 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:38:12 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:50:11 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_





---

**Instructor:**

**Office:**

**Hours:**

**Phone:**

**E-mail:**

---

**Textbook**

TBD

**Catalog Course Description**

This course introduces artificial intelligence techniques used in business information systems. It begins with a brief history AI. The course will cover some of the current applications and trends in AI as well as the algorithms and programming logic used in these systems. The course will provide students a hands-on learning experience in implementing some of the techniques and algorithms.

**Prerequisites**

DSIS 240 Intermediate Programming

**Course Objectives / Learning Outcomes**

At the end of the semester, students should be able to:

1. Identify common Artificial Intelligence techniques used in Business Information Systems.
2. Identify and implement common A.I. algorithms.
3. Define and implement programming logic that is being used in A.I. based business information systems.
4. Define the aspects of Machine Learning.
5. Present and discuss real world A.I. implementations.

**Course Evaluation Methods**

Each student's final grade will be based on their ability to demonstrate their proficiency in accomplishing the course objectives. To evaluate progress in accomplishing these objectives and to provide feedback on each student's learning the instructor will look at the following items:

Component	Weight
Unit Reviews	20%
Exams	35%
Programming Activities	25%
Project	20%

**Unit Reviews (20%):** There will be a quiz with each module and will be worth 20% of a student's overall grade. The quizzes will consist of a variety of questions including multiple-choice, matching, true/false, and short answers.

**Exams (35%):** There will be two midterm exams worth 20% of a student's overall grade. There will also be a final comprehensive exam worth 15% of each student's overall grade. Each exam may be composed of a variety of questions including multiple-choice, matching, true/false, and short answers. The exams are designed to evaluate each student's ability to recall, and demonstrate his/her understanding of the ideas covered throughout the semester. Any incidences of academic dishonesty will be treated on a case-by-case basis.

**Programming Activities (25%):** The programming activities are designed to help each student learn the material by creating a real-world implementation of concepts taught in the course.

**Project (20%):** Each student will write a research paper related to AI or develop an application implementing AI concepts. Each student will then present the paper or application to the class and instructor.

Letter grades will be assigned according to the standard scale.

A: 90%-100%, B: 80%-89%, C: 70%-79%, D: 60%-69%, F: below 60%

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

- Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
- Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, the course is not required or included in any other program.
- Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
- What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
- Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No. The resources required for this course will be repurposed from the CIS equivalent.


- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Network and Information Security
Course Number:		DSIS 470
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		DSIS 230 Introduction to Programming
Course Description		This course introduces technologies, terminology, and skills used in data networking. Emphasis is on practical applications of networking and computer technology to real-world problems. Prepares students for entry-level jobs as networking technicians and prepares them for learning more advanced topics in networking.

## Authorization/Notification Sign-Off Sheet

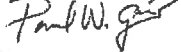
-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:49:28 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:39:41 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:50:39 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



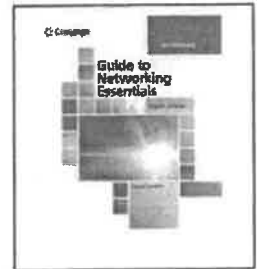
---

**Instructor:** Dr. David Sikolia  
**Office:** Kelce 223H  
**Hours:** TBD  
**Phone:** 620-235-6040  
**E-mail:** dsikolia@pittstate.edu

---

### **Textbook**

Guide to Networking Essentials | 8th Edition Greg Tomsho  
**ISBN-13:** 978-0357118283  
**ISBN-10:** 0357118286



### **Catalog Course Description**

Concepts of communications, computer networking principles, and survey of technical components of a distributed computer system all with an emphasis on network security.

### **Prerequisites**

CIS230 – CIS 230 Introduction to Programming.

### **Course Objectives / Learning Outcomes**

This course introduces technologies, terminology, and skills used in data networking. Emphasis is on practical applications of networking and computer technology to real-world problems. Prepares students for entry-level jobs as networking technicians and prepares them for learning more advanced topics in networking.

Specific topic coverage includes:

- Introduction to Computer Networks
- Network Hardware Essentials
- Network Topologies and Technologies
- Network Media
- Network Protocols
- IP Addressing
- Network Reference Models and Standards
- Network Hardware in Depth
- Introduction to Network Security



- Wide Area Network Essentials
- Network Operating System Fundamentals
- Network Management and Administration
- Internet of Things
- Troubleshooting and Support

**General Education Goals**

None

**Course Outline**

<b>Date</b>	<b>Topic</b>
August 22 <sup>nd</sup>	Introduction to Computer Networks
August 29 <sup>th</sup>	Network Hardware Essentials
September 5 <sup>th</sup>	Network Topologies and Technologies
September 12 <sup>th</sup>	Network Media
September 19 <sup>th</sup>	
September 26 <sup>th</sup>	<b>Exam 1</b>
October 3 <sup>rd</sup>	Network Protocols
October 10 <sup>th</sup>	IP Addressing
October 17 <sup>th</sup>	Network Reference Models and Standards
October 24 <sup>th</sup>	Network Hardware in Depth
October 31 <sup>st</sup>	
November 7 <sup>th</sup>	<b>Exam 2</b>
November 14 <sup>th</sup>	Introduction to Network Security
November 21 <sup>st</sup>	<b>Thanksgiving break</b>
November 28 <sup>th</sup>	Wide Area Networking and Cloud Computing
December 5 <sup>th</sup>	
December 12 <sup>th</sup>	Final's week
December 19 <sup>th</sup>	Grades due

**Teaching Methods**

These will include lectures and readings from the textbook and various homework assignments. There will be a project that is designed to give students a hands-on approach to learning the methods used to analyze business problems and to design and model an application to solve those problems

## **Canvas**

Notes from the lectures will be posted on Canvas. All assignments will be posted on Canvas. All exams will be online in Canvas.

## **Attendance Policy**

Students are expected to attend class regularly and participate in the activities of the class. Exams will be given on the days indicated in the Syllabus. Any student requesting a different time must contact the instructor at least one week before the posted exam date. If there is an emergency, the instructor must be notified as soon as possible and at least one day before returning to class. Assignments and Projects are expected to be turned in on time. The due dates will be posted in Canvas. Assignments and Projects turned in late will not be accepted.

## **Classroom Conduct**

Students should conduct themselves appropriately as outlined in the Academic Integrity Policy described below. Each student is responsible for his/her own assignments. Any student who copies another's work or provides a copy of his/her work to another student will receive a zero for that assignment. Any student who repeats this offense will receive an "F" for the course and may be subject to dismissal from the University due to Academic Misconduct.

## **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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from the profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property respectfully.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignments and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.



- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member or administrator).

### **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 (3) 450 points

Labs 300 points

Assignments/quizzes 250 points

A (90 – 100%) B (80 – 89%) C (70 – 79%) D (60 – 69%)

### **Note**

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

### **Link to syllabus supplement**

**[Syllabus supplement](#)**

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: **New**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint; within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No. It is only a course prefix change from CIS to DSIS. The contents of the course won't be affected.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
**None**
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
**No.** The resources required for this course will be repurposed from the CIS equivalent.

7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Senior Honors Project 1
Course Number:		DSIS 603
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		None
Course Description		The Senior Honors Project is an optional way to earn Academic Honors for students who are members of the Honors College. The course is a two-semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 1 is the first course in the sequence and will focus on the fundamental development of the project and preliminary scope of work to be completed.

# Authorization/Notification Sign-Off Sheet

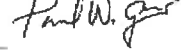
-Approved: Department Chairperson

Date: 10/30/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.30 11:48:32 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:40:10 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:51:04 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



---

**Instructor:** TBD  
**Hours:** TBD  
**E-mail:** TBD  
**Office:** TBD

---

### **Catalog Course Description**

The Senior Honors Project is an optional way to earn Academic Honors for students who are members of the Honors College. The course is a two-semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 1 is the first course in the sequence and will focus on the fundamental development of the project and preliminary scope of work to be completed.

### **Prerequisites**

None.

### **Course Objectives / Learning Outcomes**

Upon successful completion of this course, the student should be able to:

1. Develop a project in the field of computer information systems.
2. Be able to accomplish project deliverables in a timely manner.
3. Improve interpersonal and communication skills.
4. Apply foundational CIS knowledge to the project development processes.
5. Demonstrate critical thinking in the project.

### **Teaching Methods**

Lectures, discussions, in class demonstrations, video demonstrations, etc.

### **Canvas**

The Canvas system will be used as a primary means to distribute class materials and information.

### **Attendance Policy**

Regular communications with project supervising faculty are to be expected. Students who have school-sponsored activities that will conflict with any project activities should let the supervising faculty know ASAP with written notifications.

### **Classroom Conduct**

Students are expected to be professionals at all times and adhere to the student code of conduct policy by Kelce College of Business.



### **Academic Integrity**

Academic misconduct or dishonesty is inconsistent with membership in an academic community and will not be tolerated. You are expected to do your own work. Unless otherwise specified, homework which is a group effort will result in the points awarded for the assignment being shared among the group members. Other penalties include, but are not limited to, a score of zero for the assignment in question, a final grade below the letter grade earned, and an F for the course. Please refer to page 36 in the 2001-2003, page 38 in the 2003-2005, and page 39 in the 2005-2007 University Catalogs, respectively, and note that the University reserves the right to expel those guilty of academic dishonesty.

There are always students caught cheating every semester. If a student is caught cheating, the minimum penalty will be a score of zero for the assignment in question.

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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Senior Project 1  
DSIS 603-01  
Meeting time/place: TBD

### **Students with Disabilities**

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

### **Course Evaluation Methods**

1. Keep weekly work logs and submit them to the supervising faculty every two weeks.
2. Comply with any and all additional requirements as may be proposed during the course of the project by the supervising faculty.
3. A report should be delivered to the supervising faculty at the end of the semester. This report should cover how a student has accomplished project objectives. Other types of deliverables of this course (project, job offer letters, etc.) can be determined between a student and the student's supervising faculty.
4. Grades: Students will receive a grade of A, B, IP (in progress) or NC (no credit) for each enrollment of the Senior Honors Project. A grade of NC avoids the process and the student must then complete their Academic Honors in the traditional way.

### **Note**

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

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

- Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
- Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No. It is only a course prefix change from CIS to DSIS. The contents of the course won't be affected.
- Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
- What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
- Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No. The resources required for this course will be repurposed from the CIS equivalent.



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Senior Honors Project 2
Course Number:		DSIS 604
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		None
Course Description		The Senior Honors Project is an optional way to earn Academic Honors for students who are members of the Honors College. The course is a two-semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 2 is the culmination of the project started in Senior Honors Project 1 and will result in a public presentation of the work.

# Authorization/Notification Sign-Off Sheet

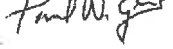
-Approved: Department Chairperson

Date: 10/30/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.30 11:48:15 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:40:37 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:51:25 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



---

**Instructor:** TBD  
**Hours:** TBD  
**E-mail:** TBD  
**Office:** TBD

---

### **Catalog Course Description**

The Senior Honors Project is an optional way to earn Academic Honors for students who are members of the Honors College. The course is a two-semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 2 is the culmination of the project started in Senior Honors Project 1 and will result in a public presentation of the work.

### **Prerequisites**

CIS 603 Senior Project 1.

### **Course Objectives / Learning Outcomes**

Upon successful completion of this course, the student should be able to:

1. Complete a project in the field of computer information systems.
2. Be able to accomplish project deliverables in a timely manner.
3. Improve interpersonal and communication skills.
4. Apply foundational CIS knowledge to the project development processes.
5. Demonstrate critical thinking in the project.

### **Teaching Methods**

Lectures, discussions, in class demonstrations, video demonstrations, etc.

### **Canvas**

The Canvas system will be used as a primary means to distribute class materials and information.

### **Attendance Policy**

Regular communications with project supervising faculty are to be expected. Students who have school-sponsored activities that will conflict with any project activities should let the supervising faculty know ASAP with written notifications.

### **Classroom Conduct**

Students are expected to be professionals at all times and adhere to the student code of conduct policy by Kelce College of Business.



### **Academic Integrity**

Academic misconduct or dishonesty is inconsistent with membership in an academic community and will not be tolerated. You are expected to do your own work. Unless otherwise specified, homework which is a group effort will result in the points awarded for the assignment being shared among the group members. Other penalties include, but are not limited to, a score of zero for the assignment in question, a final grade below the letter grade earned, and an F for the course. Please refer to page 36 in the 2001-2003, page 38 in the 2003-2005, and page 39 in the 2005-2007 University Catalogs, respectively, and note that the University reserves the right to expel those guilty of academic dishonesty.

There are always students caught cheating every semester. If a student is caught cheating, the minimum penalty will be a score of zero for the assignment in question.

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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

Course Syllabus:  
Senior Project 2  
DSIS 604-01  
Meeting time/place: TBD

### **Students with Disabilities**

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

### **Course Evaluation Methods**

1. Keep weekly work logs and submit them to the supervising faculty every two weeks.
2. Comply with any and all additional requirements as may be proposed during the course of the project by the supervising faculty.
3. A public presentation should be performed at the end of the semester. This presentation should cover how a student has accomplished project objectives. Other types of deliverables of this course (project report, source code, GitHub postings etc.) can be determined between a student and the student's supervising faculty.
4. Grades: Students must earn a grade of A or B to receive credit for this course. Failure to complete the course with a grade of A or B will void this option and students will have to satisfy their Academic Honors requirement in the traditional way. There will be no IP (in progress) or IN (incomplete) grades for this course. Projects must be done by the end of the spring term to count towards Academic Honors requirements.

### **Note**

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

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No. It is only a course prefix change from CIS to DSIS. The contents of the course won't be affected.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No. The resources required for this course will be repurposed from the CIS equivalent.

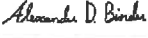
- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Internship
Course Number:		DSIS 610
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Prerequisite: Junior standing and consent of instructor.
Course Description		This course requires an in-depth involvement in on-going project under direct professional supervision. A project may be on-campus or with a business, financial institution or governmental agency. A formal report of project activities must be submitted to the course instructor. Students must apply for admission to the course and selection will be made by the course instructor.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 10/30/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.30 11:48:45 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:41:05 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:51:52 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_





---

**Instructor:** TBD  
**Hours:** TBD  
**E-mail:** TBD  
**Office:** TBD

---

### **Catalog Course Description**

This course requires an in-depth involvement in on-going project under direct professional supervision. A project may be on-campus or with a business, financial institution or governmental agency. A formal report of project activities must be submitted to the course instructor. Students must apply for admission to the course and selection will be made by the course instructor.

### **Prerequisites**

Junior standing and consent of instructor.

### **Course Objectives / Learning Outcomes**

Upon successful completion of this course, the student should be able to:

1. Gain "real world" experience in the field of computer information systems.
2. Be able to work in a professional business environment.
3. Improve interpersonal and communication skills.
4. Apply foundational CIS knowledge to the processes within the chosen internship placement.
5. Demonstrate critical thinking to solve problems related to different areas of information systems.

### **Teaching Methods**

Traditional internship experience. Students will be required to have their own transportation and materials.

### **Canvas**

The Canvas system will be used as a primary means to distribute class materials and information.

### **Attendance Policy**

Students are expected to follow the policies and guidelines from their employers. There are no formal classroom attendance requirements with the internship coordinator, although the internship advisor may require the student to meet with them as needed.

### **Classroom Conduct**

Students are expected to be professionals on and off campus at all times and adhere to the student code of conduct policy by Kelce College of Business.



# KELCE COLLEGE OF BUSINESS

Pittsburg State University

Course Syllabus:

Internship

DSIS 610-01

Meeting time/place: TBD

## Academic Integrity

Academic misconduct or dishonesty is inconsistent with membership in an academic community and will not be tolerated. You are expected to do your own work. Unless otherwise specified, homework which is a group effort will result in the points awarded for the assignment being shared among the group members. Other penalties include, but are not limited to, a score of zero for the assignment in question, a final grade below the letter grade earned, and an F for the course. Please refer to page 36 in the 2001-2003, page 38 in the 2003-2005, and page 39 in the 2005-2007 University Catalogs, respectively, and note that the University reserves the right to expel those guilty of academic dishonesty.

There are always students caught cheating every semester. If a student is caught cheating, the minimum penalty will be a score of zero for the assignment in question.

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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

Course Syllabus:  
Internship  
DSIS 610-01  
Meeting time/place: TBD

### **Students with Disabilities**

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

### **Course Evaluation Methods**

1. Keep weekly work logs and submit them to the internship advisor every two weeks.
2. Comply with any and all additional requirements as may be proposed during the course of the internship by the department or internship advisor.
3. Receive an acceptable evaluation from the employer and receive an acceptable evaluation from the internship advisor.
4. A report should be delivered to the internship faculty advisor at the end of the internship. This report should cover how a student has accomplished internship objectives. Other types of deliverables of this course (project, job offer letters, etc.) can be determined between a student and the student's internship faculty advisor.
5. Grades: Credit is awarded as pass/fail. If students satisfactorily complete the course requirements listed above by the applicable deadlines, a "pass" will be awarded, otherwise an "F" will be awarded.

### **Note**

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

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: **New**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
Yes, the Computer Science program currently requires CIS 615 and they will need to update their degree requirements to include this course instead of CIS 615 which will no longer be provided.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
**No**
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
**No.** The resources required for this course will be repurposed from the CIS equivalent.

- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Database Management
Course Number:		DSIS 615
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		DSIS 230 Introduction to Programming
Course Description		Analysis and design of large integrated data bases. Logical and physical representation of data. Storage and retrieval mechanisms and languages. Survey of existing systems. Roles of the Database Manager and Analyst.

## Authorization/Notification Sign-Off Sheet

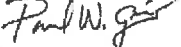
-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:49:55 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:41:31 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:52:20 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



# KELCE COLLEGE OF BUSINESS

Pittsburg State University

---

**Instructor:** Dr. Wei Sha  
**Office:** Kelce 223E  
**Hours:** TBD  
**Phone:** 620-235-4542  
**E-mail:** [wsha@pittstate.edu](mailto:wsha@pittstate.edu)

---

## **Textbook**

1. Modern Database Management, 13th edition, by Hoffer, Prescott, and Topi, published by Prentice Hall. ISBN 9780134773650
2. A Guide to SQL, 9th edition, by Pratt and Last, published by Thomson Course Technology, ISBN 9781111527273. Previous editions won't be accepted.

## **Catalog Course Description**

Analysis and design of large integrated data bases. Logical and physical representation of data. Storage and retrieval mechanisms and languages. Survey of existing systems. Roles of the Database Manager and Analyst.

## **Prerequisites**

CIS 240 Intermediate Programming and junior standing

## **Course Objectives / Learning Outcomes**

Analysis and design of large integrated databases. Design alternatives. Logical and physical representation of data. Introduction to SQL.

## **Teaching Methods**

Lectures, discussions, in class demonstrations, video demonstrations, etc.

## **Canvas**

The Canvas system will be used as a primary means to distribute class materials and information. It is your responsibility to check the Canvas frequently about class announcements, quizzes, assignments, and exam information.

## **Attendance Policy**

Students are expected to attend every class. Students who have school-sponsored activities that will conflict with any scheduled class activities or quizzes should let the instructor know ASAP with written notifications.

## **Classroom Conduct**

Please be a professional at all times, and adhere to the student code of conduct policy by Kelce College of Business.



# KELCE COLLEGE OF BUSINESS

Pittsburg State University

## **Academic Integrity**

Academic misconduct or dishonesty is inconsistent with membership in an academic community and will not be tolerated. You are expected to do your own work. Unless otherwise specified, homework which is a group effort will result in the points awarded for the assignment being shared among the group members. Other penalties include, but are not limited to, a score of zero for the assignment in question, a final grade below the letter grade earned, and an F for the course. Please refer to page 36 in the 2001-2003, page 38 in the 2003-2005, and page 39 in the 2005-2007 University Catalogs, respectively, and note that the University reserves the right to expel those guilty of academic dishonesty.

There are always students caught cheating every semester. If a student is caught cheating, the minimum penalty will be a score of zero for the assignment in question.

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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.





# KELCE COLLEGE OF BUSINESS

Pittsburg State University

- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).

## **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**

1. **Homework:** Homework is due at the specified time on the due date. There will be about eight assignments. Points will vary by assignment. Please check Canvas for more details.

**Late homework will NOT be accepted and will receive a zero.**

2. **Quizzes:** We will have about three scheduled quizzes. All quizzes should be completed during the allocated time period. Points will vary by assignment. Please check Canvas for more details.

**Late quizzes will NOT be accepted and will receive a zero.**

3. **Exams (about 300 points, 100 points each):**  
We'll have three exams through the semester. Each exams will be announced ahead of time with detailed instruction. All exams must be completed on or before allocated time period.

**Absences from exams without instructor's prior approval will result in a grade of zero for that exam.**

4. Extra credit opportunities will be limited and can't be made up.
5. **Grades:** The grading scale is as follows: 90% to 100%, A; 80%-89%, B; 70% - 79%, C; 60% - 69%, D; Below 60%, F.
6. Although I sympathize with personal conflict (need a B to graduate, need a C to stay in school, etc.), I believe that they cannot validly be considered in grade calculations. Giving personal considerations to one student is unfair to the rest of the class. Therefore, personal conflicts will not be considered in grade calculation. So, please do not ask.

## **Note**

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

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: David Sikolia Faculty

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
The Data Science and Information Systems program at Kelce College of Business aims to advance the discipline of data science by adding three new core data science courses. Data mining is a key part of Data Science and is used to refine useful information from massive volumes of data, which leads to better business decisions.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No; this course will be taught in the College of Business as part of the Data Science and Information Systems curriculum.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No; no additional resources are required.

- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Data Mining
Course Number:		DSIS 650
Credits:		3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		DSIS 240 Intermediate Programming
Course Description		This course provides an introduction to data mining methods and applications. The core topics to be covered in this course include setting the business objectives, data gathering, and preparation, applying data mining algorithms, and evaluating results. Classification, clustering, association analysis, and anomaly/novelty detection techniques will be covered. The students will conduct a project on data analytics and use the tools introduced in the course to tackle the problem

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:55:33 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:42:05 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:52:47 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



---

**Instructor:**  
**Office:**  
**Hours:**  
**Phone:**  
**E-mail:**

---

### **Textbook**

TBD

### **Catalog Course Description**

This course provides an introduction to data mining methods and applications. The core topics to be covered in this course include setting the business objectives, data gathering, and preparation, applying data mining algorithms, and evaluating results. Classification, clustering, association analysis, and anomaly/novelty detection techniques will be covered. The students will conduct a project on data analytics and use the tools introduced in the course to tackle the problem.

### **Prerequisites**

DSIS 240 Intermediate Programming

### **Course Objectives / Learning Outcomes**

At the end of the semester, you should be able to:

1. Describe and define basic concepts in data mining.
2. Apply the concepts and techniques of Data mining on data sets
3. Preprocess and clean data for use in data mining
4. Discover interesting patterns from large amounts of data
5. Have had hands-on experience mining data.

### **Course Evaluation Methods**

Each student's final grade will be based on their ability to demonstrate their proficiency in accomplishing the course objectives. To evaluate progress in accomplishing these objectives and to provide feedback on each student's learning the instructor will look at the following items:

Component	Weight
Exams	60%
Hands-on Activities and Projects	30%
Attendance and Participation	10%

**Exams (60%):** There will be three midterm exams worth 40% of your overall grade. There will also be a final comprehensive exam worth 20% of each student's overall grade. Each exam may be composed of a variety of questions including multiple-choice questions, true/false questions, short answer questions, analytical problems, and/or a short essay. The exams are designed to evaluate each student's ability to recall, intelligently communicate, and demonstrate their understanding of the ideas covered throughout the semester. Any incidences of academic dishonesty will be treated on a case-by-case basis.

**Hands-on Activities and Projects (30%):** The hands-on activities and projects are designed to help each student learn and practice the material needed to be successful on the exams. Instructions for the activities and projects are on Canvas.

**Attendance and Participation (10%):** Each student is expected to attend and participate in class discussions. Each student gets two free absences for any reason. Any absence beyond the second will result in reduction of this portion of your grade. Absences will not be marked as excused or unexcused, except for sessions when there is an exam. Students who miss for an excused reason should be prepared to provide documentation. Please notify the instructor of any prolonged absences and alternative arrangements for the completion of course material will be made. Participation in class is required. Students may be docked points for distracting or otherwise harming the learning experience of their classmates.

Letter grades will be assigned according to the standard scale.

A: 90%-100%, B: 80%-89%, C: 70%-79%, D: 60%-69%, F: below 60%

## Faculty Senate Course Form

Effective Date: Fall 2024 Submission Date:  
Department: KUSB College of: Business  
Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
A new course with a DSIS prefix is being created to replace the CIS prefix to reflect the name change of the major from Computer Information Systems to Data Science and Information Systems.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No. It is only a course prefix change from CIS to DSIS. The contents of the course won't be affected.
3. Will this course be required of any education majors? **No**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No. The resources required for this course will be repurposed from the CIS equivalent.

- 7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
- 8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
- 9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Topics in Data Science and Info Systems
Course Number:		DSIS 690
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Prerequisite: DSIS 420 Management Information Systems or ACCTG 420 Accounting Information Systems
Course Description		Data science and information systems topics consistent with current interests of staff and students. May be repeated with different topics for a maximum of 6 hours.



## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 10/30/23

Signature, Chairperson: \_\_\_\_\_

*Alexander D. Binder*

Digitally signed by Alexander Binder

Date: 2023.10.30 11:47:58 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24

Signature, Committee Chair: \_\_\_\_\_

*Mary Jo Goedeke*

Digitally signed by Mary Jo Goedeke

Date: 2024.01.11 10:33:22 -06'00'

-Approved: Dean of College

Date: 1/11/24

Signature, Dean: \_\_\_\_\_

*Paul W. Grimes*

Digitally signed by Paul W. Grimes

Date: 2024.01.11 15:53:15 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_

Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024

Signature, Committee Chair: \_\_\_\_\_

*[Signature]*

-Approved: Faculty Senate

Date: \_\_\_\_\_

Signature, Recorder Faculty Senate: \_\_\_\_\_



---

**Instructor:** TBD  
**Hours:** TBD  
**E-mail:** TBD

---

### **Textbook**

No textbook is required for this course. All software needed for JavaScript app development will be available in the computer labs or for free download.

### **Course Description**

Web application development is a broad practice that is made up a wide range of software development activities. This course will focus on building web applications using JavaScript - specifically with Nodejs. Full stack development will be covered – so students will get to experience using JavaScript for both back-end and front-end development. Additionally, the basics of creating webpages using HTML and CSS frameworks will be covered, as well as interacting with databases. By the end of the class, students should have a strong foundation for web application development and should be able to build standalone web applications on their own.

### **Prerequisites**

Prerequisite: CIS 420 Management Information Systems or ACCTG 420 Accounting Information Systems.

### **Course Objectives / Learning Outcomes**

Upon completion of this course, students should:

1. Understand the basic principles of web application development
2. Understand the fundamentals of HTTP requests
3. Have a good understanding of the JavaScript language and its syntax
4. Know how to use Nodejs as the backend of a web application
5. Understand the fundamentals of interacting with a database from a web application
6. Have a good understanding of the Express framework and how it is used within Nodejs
7. Know the fundamentals of creating web pages and forms
8. Understand how to use basic source control software (git) when developing an app as a team
9. Be able to create a complete web application as part of a team that:
  - a. Is based on a real-world scenario



- b. Has user accounts/authentication
- c. Interacts with a back-end database
- d. Allows data to be managed through forms/interfaces
- e. Is aesthetically pleasing and professional-looking

### **Teaching Methods**

Content will be delivered primarily through two methods: lectures and discussions, and collaborative lab/development sessions. There are no exams in this course. We will rely on hands-on collaboration and assignments/quizzes that re-enforce web development concepts for student evaluation. There will also be a team project where groups of students will work to apply what they are learning to a real-world scenario.

### **Canvas**

Canvas will be heavily utilized in this course. Supplemental materials for the course will be available on Canvas, and all homework assignments and quizzes will also be done through Canvas.

### **Attendance Policy**

Attendance is critical to success in the class and will be a key factor in your grade. Points will be given for attendance and are worth just over 10% of your final grade. Each class attendance is worth several points, up to 50. This allows students to a couple of class periods without being penalized. Students must notify the instructor beforehand to be excused from class and have a legitimate reason such as illness or a school conflict. In those cases, students will still receive their points. The instructor may ask for proof of the need to be excused in some cases.

Attendance will be taken with an automated tool. It is the student's responsibility to check into class using this tool to be awarded attendance points. More information will be given the first day of class.

Important note: students will be excused from class and still be eligible to get their attendance points in the case of illness, or quarantine. Students should not attempt to attend class if they are feeling sick – but should instead contact the instructor so that other arrangements can be made.

### **Classroom Conduct**

Students are expected to be punctual, respectful of the instructor and others, silence cell phones, and pay attention in class. Laptops are encouraged for note taking and following along class demonstrations/coding examples, provided they do not become a distraction.



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Building Web Apps with JavaScript  
DSIS 690, 01,  
Location: TBD  
Time: TBD

### **Withdrawal**

Students wishing to withdraw from the class are solely responsible for doing so. The instructor will not drop students from the course.

### **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 pledge to:

- Arrive on time, remain until dismissed at all class sessions, and 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.
- Refrain from class disturbances.
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).



**Duplicate/Plagiarized Work Policy**

If multiple students submit the exact same work for an assignment, one of two things must have happened:

- a) The students both copied the same answers from the internet
- b) One of the students did the work and shared their answers with another student or students

Both of these scenarios are unacceptable. If any assignments are submitted that are exactly the same, all students submitting these assignments will receive a 0 on these submissions, with no exceptions. It is critical that you complete your own work, not only for academic integrity, but also so that you learn something in this class. It's ok to collaborate with other students, but do not copy other's work. It is particularly easy in a class like this to spot submissions that are exactly the same, since we're dealing with code, so don't do it.

**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**

Item	Total Points
Attendance	50
Homework	100
Project	200
Quizzes	50

**Course Outline**

The following topic outline is tentative and subject to change based on the needs of the course participants and the instructor.

Week	Topic	Homework
1	Introduction to JavaScript, NodeJS, Course Project	Intro Quiz
2	Using VS Code, Git	Git assignment
3	HTML & CSS, understanding the web/http requests	Web page assignment
4	JavaScript Fundamentals, JSON	JavaScript assignment
5	Introducing NodeJS and Express, linting	
6	3 <sup>rd</sup> Party Packages, Routing and APIs	API Assignment



7	Introduction to cloud hosting/deployments	Cloud hosting/deployment assignment
8	Express templating, working with forms	Forms Assignment
9	Integrating databases, working with different environments	Database Assignment
10	Setting up grids	Grid Assignment
11	User accounts and authentication	
12	Consuming 3 <sup>rd</sup> party APIs	3 <sup>rd</sup> Party API Assignment
13	Working with files and data	Data Export Assignment
14	Advanced topics/catch-up	Review Quiz
	Fall/Thanksgiving Break	
15	Final project work	
16	Final project presentations and wrap-up	Final Project

**Note**

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

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 1/24/24

Department: KUSB College of: Business

Contact Person: Alex Binder Chair

Course: New

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a New  to Course:

There is increasing demand for supply chain management skills by students and employers. PSU doesn't currently offer such a course in management. This course will meet that demand, serve as a foundational course in a planned major in supply chain management, and as an elective for management majors.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

Yes; this course will be included in a planned Supply Chain and Industrial Distribution major in the College of Technology.

3. Will this course be required of any education majors? No  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None

5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No; no additional resources are required.

7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Supply Chain Management
Course Number:		MGT 550
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		MGT 330 Management and Organizational Behavior QBA 410 Business Analytics II
Course Description		Principles and applications of supply chain management. Topics include new information technologies, strategic alliances, and logistics.



## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/24/24 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2024.01.24 14:28:36 -06'00'

-Approved: College Curriculum Committee

Date: 1/24/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.24 19:20:03 -06'00'

-Approved: Dean of College

Date: 1/25/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.25 09:18:32 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



---

**Instructor:** Dr. Sang-Heui Lee, Professor of Management  
**Office:** Kelce 201D  
**Hours:** 10:45 – 11:45 am & 1:00 – 3:30 pm, TTH  
1:30 – 4:30 pm, W  
**Phone:** 620-235-4597  
**E-mail:** slee@pittstate.edu

---

### Textbook

Operations and Supply Chain Management, 17E by F. Robert Jacobs and Richard B. Chase.



### Catalog Course Description

Principles and applications of supply chain management. Topics include new information technologies, strategic alliances, and logistics.

### Prerequisites

- MGT 330 Management and Organizational Behavior, MGT 310 Business Statistics, and MGT 420 Quantitative Decision Making. May be taken for honors.
- Discipline knowledge and competencies include college algebra, business statistics, and quantitative decision-making concepts.

### Course Objectives / Learning Outcomes

Upon completion of this course, students will have enough basic understanding to explain:

1. The nature and context of supply chain management
2. Lean production and how lean concepts can be applied in supply chain processes
3. Strategic global sourcing and procurement
4. Information technologies for operations and supply chain management



**Course Outline**

<b>Week</b>	<b>Date</b>	<b>Content</b>	<b>Presentation Schedule</b>
1	01/16 01/18	Introduction	
2	01/23 01/25	Lean Supply Chains (Ch. 14)	
3	01/30 02/01	Logistics and Distribution Management (Ch. 15)	
4	02/06 02/08	<b>Research Proposal</b>	<b>Team 1 – 6</b> <b>Team 7 – 12</b>
5	02/13 02/15	Global Sourcing and Procurement (Ch. 16)	
6	02/20 02/22	<b>Exam I</b> (Ch. 14, 15, and 16) Exam Review	
7	02/27 02/29	The Internet of Things and ERP (Ch. 17)	<b>Team 1</b> <b>Team 2</b>
8	03/05 03/07	Forecasting (Ch. 18)	<b>Team 3</b> <b>Team 4</b>
9	03/12 03/14	Spring Break	<b>No Class</b>
10	03/19 03/21	Sales and Operations Planning (Ch. 19)	<b>Team 5</b> <b>Team 6</b>
11	03/26 03/28	<b>Exam II</b> (Ch. 17, 18, and 19) Exam Review	
12	04/02 04/04	Inventory Management (Ch. 20)	<b>Team 7</b> <b>Team 8</b>
13	04/09 04/11	Material Requirements Planning (Ch. 21)	<b>Team 9</b> <b>Team 10</b>
14	04/16 04/18	Workcenter Scheduling (Ch. 22)	<b>Team 11</b> <b>Team 12</b>
15	04/23 04/25	<b>Exam III</b> (Ch. 20, 21, and 22) Exam Review	
16	04/30 05/02	Theory of Constraints (Ch. 22S)	
17	05/07	<b>Final Exam</b>	Comprehensive

\* This outline should be considered as a general plan only. Changes in this schedule may become necessary. **The instructor reserves the right to amend and reorganize this syllabus at any time.**



### **Teaching Methods**

This online course consists of reading materials (textbook), class note PPT slides, discussion questions, chapter quizzes, a team project, exam study guides, etc. Students are expected to communicate with the instructor via **Canvas email**. Inquiries through the Canvas email will be responded to within 24 hours.

The team research project is an important part of this class. Each team will analyze, document, and present current business issues. Topics are selected by the team and should be approved during the proposal sessions as scheduled. Details are in “Course Evaluation Methods.”

### **Canvas**

- Class announcements will be distributed through the course Announcements in Canvas. Students are required to check the course announcements regularly.
- Class notes (PPT slides) are saved under the Files/Class Notes folder.
- Chapter discussion questions will be posted under Assignments.
- Online exams will be available during the scheduled periods. Lockdown Browser and Monitor software are required.
- Grades for class activities will be posted in Grades.
- Should you have experienced any technical difficulties with using the Canvas learning management system, support services can be found [here](#) or contact [Gorilla Geeks](#).
- The Canvas Privacy Policy can be found at this [link](#) or at: <https://www.canvaslms.com/policies/privacy>

### **Class Attendance Policy**

Students at Pittsburg State University are expected to attend class regularly and participate fully in class activities. Class attendance will be randomly checked no more than 10 times during the semester. The total score for class attendance will be up to 100 points (10 points x 10 times).

### **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



**KELCE**  
**COLLEGE OF BUSINESS**  
Pittsburg State University

**Course Syllabus:**  
Supply Chain Management  
MGT 550, Section 01  
Kelce XXX  
T & Th, 8:00 – 9:15 am, Spring 2024

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 pledge to:

- Refrain from class disturbances (during the online sessions that includes the office hours).
- Refrain from use of profane or vulgar language in a threatening or disruptive manner.
- Treat fellow students, staff, faculty, administrators, and property with respect.
- Refrain from giving or receiving inappropriate assistance.
- Prepare assignment and exams honestly, refraining from such unacceptable conduct as plagiarism or unacknowledged appropriation of another's work in any academic work.
- 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.
- If a student observes someone committing dishonesty in connection with academic work, the student is encouraged to report that dishonesty to the appropriate individual (ex, faculty member, or administrator).

### **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:** Total exam score 500 includes 100 points for three midterm exams and 200 for the final exam. Exam questions are formulated based on content from textbook reading, discussion sessions, and lecture contents. The front page of a handwritten letter-sized reference sheet is allowed to use during each exam time. All exams are in person.

**Make-up exams:** No make-up exams will be provided.

**Homework:** There will be a discussion assignment for each chapter. Discussion assignments should be submitted in Canvas.

**Quizzes:** There will be a quiz for each chapter up to 10 times during the semester. Quizzes are taken online.

**Team Project: Literature Review of Supply Chain Management Topics**

Project teams will be formed during the first week of the semester and posted. Each team will write and present a literature review on a selected topic in the Supply Chain Management discipline. Teams should develop their projects according to the appropriate process as indicated in the “Rubric for 550 Team Project” file. 200 points.

**Grading System:** Your course grade will be determined based on the following:

<b>Midterm Exam 1</b>	<b>100</b>
<b>Midterm Exam 2</b>	<b>100</b>
<b>Midterm Exam 3</b>	<b>100</b>
<b>Final Exam</b>	<b>200</b>
<b>Discussion</b>	<b>100</b>
<b>Quiz</b>	<b>100</b>
<b>Team Project</b>	<b>200</b>
Proposal	20
Report	90
Presentation	90
<b>Attendance</b>	<b>100</b>
<hr/>	
<b>Total Points Possible</b>	<b>1000</b>

**Note**

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

## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024

Submission Date:

Department: KUSB

College: Business

Contact Person: Alex Binder

Chair

### Revision Major

If Emphasis, enter name of the Major:

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

Change the name of the 'Computer Information Systems' major to 'Data Science and Information Systems'.

2. Rationale for change, including changes to curriculum objectives:

The current Computer Information Systems major name does not reflect the contents of the curriculum which are mainly information system oriented. Information systems curriculum across the nation is moving toward data science, and we would like to keep up with the trend so that our students would be competitive in the job market and be successful in the future.

3. Will this change affect any education majors? No

***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

Yes, this name change will be accompanied by new course prefixes which will impact the Computer Science program. They will need to update their curriculum to include the replacement DSIS courses.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No; this change does not affect any other programs at Regent universities.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
No
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
None
10. Describe the program assessment plan (for **new** programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**



## CURRICULUM REVISIONS

	Existing	Proposed
<b>Title:</b>	<b>Computer Information Systems</b>	<b>Data Science and Information Systems</b>
<b>Curriculum: (Do not include GenEd)</b>	<p>Kelce Core Prerequisites            CIS-130 Computer Information Systems            ECON-200 Principles of Microeconomics            ECON-201 Principles of Macroeconomics</p> <p>Kelce Core            ACCTG-201 Financial Accounting            ACCTG-202 Managerial Accounting            MGT-101 Introduction to Business            -or- MGT-105 Introduction to Entrepreneurship            MGT-210 Business Professionalism            CIS-420 Management Information Systems            FIN-326 Business Finance            MGT-330 Management and Organizational Behavior            MGT-430 Legal and Social Environment of Business            MGT-690 Business Strategy            MKTG-330 Principles of Marketing            MGT-310 Business Statistics            MGT-320 Basic Quantitative Methods            MGT-420 Quantitative Decision Analysis            Notes *1: Plus 3 hours of ECON, 300-level or above</p> <p>Major Requirements            CIS-230 Introduction to Programming            CIS-240 Intermediate Programming            CIS-380 Systems Analysis and Design            CIS-430 Data Analytics: Business Intelligence            CIS-440 Data Visualization            CIS-460 Data Mining            CIS-470 Network and Information Security            CIS-615 Database Management            CIS-640 E-Business Application Development</p> <p>Notes *2: One elective numbered 299 and above required</p>	<p>Kelce Core Prerequisites            DSIS-130 Computer Information Systems            ECON-200 Principles of Microeconomics            ECON-201 Principles of Macroeconomics</p> <p>Kelce Core            ACCTG-201 Financial Accounting            ACCTG-202 Managerial Accounting            BUS-101 Introduction to Business            -or- MGT-105 Introduction to Entrepreneurship            BUS-210 Business Professionalism            DSIS-420 Management Information Systems            FIN-326 Business Finance            MGT-330 Management and Organizational Behavior            MGT-430 Legal and Social Environment of Business            MGT-690 Business Strategy            MKTG-330 Principles of Marketing            QBA-210 Business Statistics            QBA-310 Business Analytics I            QBA-410 Business Analytics II            Notes *1: Plus 3 hours of ECON, 300-level or above</p> <p>Major Requirements            DSIS-230 Introduction to Programming            DSIS-240 Intermediate Programming            DSIS-380 Systems Analysis and Design            DSIS-430 Data Analytics: Business Intelligence            DSIS-440 Data Visualization            DSIS-470 Network and Information Security            DSIS-615 Database Management            DSIS-650 Data Mining</p> <p>Notes *2: One DSIS elective numbered 299 and above required</p>

# Authorization/Notification Sign-Off Sheet

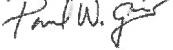
-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:59:22 -05'00'

-Approved: College Curriculum Committee

Date: 11-06-2023 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2023.11.06 16:27:16 -06'00'

-Approved: Dean of College

Date: 11-07-23 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2023.11.07 07:39:14 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 12-01-2023 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2023.12.01 11:22:46 -06'00'

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Departments(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024

Submission Date:

Department: KUSB

College: Business

Contact Person: Alex Binder

Chair

### Revision            Minor

If Emphasis, enter name of the Major:

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

Change existing minor in Computing to minor in Information Systems.

2. Rationale for change, including changes to curriculum objectives:

The current name of the minor, computing, is out-dated. The focus of the curriculum is on data science and information systems. Therefore, the name of the minor should reflect such focus. Students with this minor would be prepared for a career in information systems and would be recognized by future employers.

3. Will this change affect any education majors? No

***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

No; this change does not affect any other departments at PSU. All courses will be taught by CIS faculty in Kelce College of Business.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No; this change does not affect any other programs at Regent universities.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
None.
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
None.
10. Describe the program assessment plan (for **new** programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**


1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

## CURRICULUM REVISIONS

	Existing	Proposed
<b>Title:</b>	<b>Minor in Computing</b>	<b>Minor in Information Systems</b>
Curriculum: (Do not include GenEd)	<p>CIS-130 Computer Information Systems                      CIS-230 Introduction to Programming                      CIS-240 Intermediate Programming                      CIS-380 Systems Analysis and Design                      CIS-420 Management Information Systems</p> <p>Notes *1: Plus, 3 hours from a 300-level or higher course.</p>	<p>DSIS-130 Computer Information Systems                      DSIS-230 Introduction to Programming                      DSIS-380 Systems Analysis and Design                      DSIS-420 Management Information Systems                      DSIS-615 Database Management</p> <p>Notes *1: Plus, 3 hours from a DSIS 300-level or higher course.</p>

# Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 14:59:22 -05'00'

-Approved: College Curriculum Committee

Date: 11-06-2023 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2023.11.06 16:27:16 -06'00'

-Approved: Dean of College

Date: 11-07-23 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2023.11.07 07:39:14 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 12-01-2023 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2023.12.01 11:22:46 -06'00'

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Departments(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

## Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2024

Submission Date:

Department: KUSB

College of: Business

Contact Person: Alex Binder

Chair

Proposal for a New: **Minor**

This program is to be offered: **In Person**  
*Definitions can be found on the Faculty Senate website.*

Title of Proposed Minor/Emphasis/Certificate:

**Data Science**

Major: **Data Science and Information Systems**

---

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send to your College Admin.

1. Purpose/Justification for Minor/Emphasis/Certificate:

Data science is a growing field in high demand and Pitt State currently doesn't offer a minor in this area. The new Data Science minor will pair well with many programs, including those outside the school of business. Students with this minor would be prepared for a career in many industries with a need for data science skill sets.

2. Is this new minor/emphasis/certificate proposal related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university? *Whether a "yes" or "no" response, please provide an explanation.*

No; this change does not affect any other programs at Regent universities.

3. Is this new minor/emphasis/certificate proposal related to, and/or may affect, any other department's/college's/unit's curricula or programs at Pittsburg State University? *Whether a "yes" or "no" response, please provide an explanation. Attach documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.* **No**

No; this change does not affect any other departments at PSU. All courses will be taught by CIS faculty in Kelce College of Business.

4. Will this affect any education majors? **No**

*If "yes," this request will need to have the approval of the Council for Teacher Education.*

5. Is this major related to, and/or may affect, any other department/college/unit curricula or programs at PSU? *Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.* **No**

No; this change does not affect any other departments at PSU. All courses will be taught by CIS faculty in Kelce College of Business.

6. Is this major related to, and/or affect, any degree program at any other Regent university? **No**  
*Whether a “yes” or “no” response, please provide an explanation.*  
No; this change does not affect any other programs at Regent universities.
  
7. Does the new major meet University catalog definitions as appropriate? *Definitions can be found on the Faculty Senate website.* **Yes**
  
8. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)? **No**                      No additional resources would be required.
  
9. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If “yes,” complete the course fee form on the Provost’s website, it will need to gain approval of the President’s Council.*
  
10. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)? **No**
  
  
11. Describe the program assessment plan:
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  
  
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If “yes,” to both questions, it is the department’s responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
  
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**



## **Curriculum**

**When submitting any new program proposals this academic year for consideration, please incorporate the new Systemwide General Education requirements in the proposal, per KBOR.**

DSIS-130 Computer Information Systems  
DSIS-230 Introduction to Programming  
DSIS-420 Management Information Systems

Choose three from the following:

DSIS-430 Data Analytics: Business Intelligence  
DSIS-440 Data Visualization  
DSIS-450 Artificial Intelligence  
DSIS-650 Data Mining

# Authorization/Notification Sign-Off Sheet

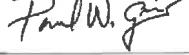
-Approved: Department Chairperson

Date: 10/25/23 Signature, Chairperson:  Digitally signed by Alexander Binder  
Date: 2023.10.25 15:00:18 -05'00'

-Approved: College Curriculum Committee

Date: 1/11/24 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.01.11 10:44:03 -06'00'

-Approved: Dean of College

Date: 1/11/24 Signature, Dean:  Digitally signed by Paul W. Grimes  
Date: 2024.01.11 15:54:52 -06'00'

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair:  Digitally signed by Mary Jo Goedeke  
Date: 2024.03.07 13:42:20 -06'00'

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Some MINORS will need KBOR Approval.

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).

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

Please Note: This is a 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.

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair   
Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Methods in Creative Expression	Methods in Creative Experiences
Course Number:	EDUC 321	EDUC 321
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		
Course Description	Course explores the role of creative expression including visual arts, music and movement, and creative drama in development of young children. Course addresses design, implementation, and evaluation of arts experiences developmentally appropriate for children in Pre-K through 3rd grade.	This course explores the role of creative expression including visual arts, music, movement, and creative drama in the development of children. Course addresses design, implementation, and evaluation of arts experiences that are developmentally appropriate for elementary inclusive settings.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherrie Guekin

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Elementary School Mathematics Primar	Elementary School Mathematics
Course Number:	EDUC 359	EDUC 359
Credits:	2	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	MATH 204 Mathematics for Education I, EDUC 261 Explorations in Education, and MATH 304 Mathematics for Education II. ACT score of 22 or higher or passing score on a Basic Skills Test. Corequisite: EDUC 362 Elementary School Science.	EDUC 261 Explorations in Education with a C or better, MATH 304 Mathematics for Education II, and completion of basic skills requirement.
Course Description	The content and organization of mathematics in the primary grades in elementary school and the methods of teaching mathematics. Emphasizes effective instructional strategies for the primary grades.	This course focuses on the study of the content and organization of mathematics in the elementary school along with the procedures and reasoning processes of mathematics. This course prepares teacher candidates to effectively communicate, demonstrate, and teach inquiry concepts across the various mathematics disciplines in inclusive settings.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherme Hicklin

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Tumbler

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Tumbler

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Tumbler

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
 If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Elementary School Science	Elementary School Science
Course Number:	EDUC 362	EDUC 362
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	Must have completed 60 hours including eight hours in science, EDUC 261 Explorations in Education or ACT score of 22 or higher on Basic Skills Test. Corequisite: EDUC 359 Elementary School Math Primary.	Admission to teacher education and completion of eight hours of science.
Course Description	The content, methods and materials for teaching science in the elementary school. Emphasizes hands-on science teaching and effective instructional strategies.	This course studies the content and organization of science in the elementary school and the methods of teaching science. The course prepares teacher candidates to effectively communicate, demonstrate, and teach inquiry concepts across the science disciplines in inclusive settings.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherise Hicklin

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair   
Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? *No*  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Elementary School Social Studies	Elementary School Social Studies
Course Number:	EDUC 363	EDUC 363
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	EDUC 261 Explorations in Education with a grade of C or better and completion of the Basic Skills Requirement.	EDUC 261 Explorations in Education with a grade of C or better and completion of the basic skills requirement.
Course Description	The course encompasses objectives, methods, and materials, for teaching social studies to elementary students based on the Kansas State Department of Education (KSDE) Social studies Standards and the major constructs of the social science disciplines. Emphasizes learning preparation, instructional strategies for teaching social studies, multi-cultural education, integration across the curriculum, integration of technology, and assessment of student learning.	This course focuses on teaching social studies to elementary students. Built on the National Council for Social Studies Themes, and the Kansas History, Government and Social Studies Standards, the focus will be on an interdisciplinary and thematic approach to teaching, rooted in inquiry and inclusive models.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherone Yeklin

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards, increase focus on science of reading and the five pillars of literacy, and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Primary English Language Arts with Practicum	Science of Reading I
Course Number:	EDUC 366	EDUC 366
Credits:	4	4
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	Prerequisites for Elementary Education K-6: EDUC 261 Explorations in Education and EDUC 252 Children's Literature or concurrent enrollment and completion of basic skills requirement. Prerequisites for ECU: Admission to Teacher Education and EDUC 261 Explorations in Education. EDUC 323 Literature for Young Children Birth -3rd is a prerequisite or concurrent enrollment.	Prerequisites for Elementary Education and Elementary Education Unified majors: EDUC 261 Explorations in Education, EDUC 252 Children's Literature, and completion of basic skills requirement. Prerequisites for Early Childhood Unified majors: Admission to teacher education and EDUC 323 Literature for Young Children Birth -3rd or concurrent enrollment.
Course Description	The course provides a foundation of literacy instruction for birth through grade three in the areas of reading, writing, speaking, listening, viewing, handwriting, grammar, and spelling. The course is designed to prepare the teacher candidate to effectively organize a primary language arts program and assess, plan, teach, and monitor student progress. Additionally, this course provides hands-on teaching experiences at primary grades through a supervised, on-site practicum.	This course focuses on methods of literacy instruction for early childhood and elementary-aged children in the areas of reading, writing, speaking, listening and language. Emphasis is placed on phonological and orthographic instructional strategies to support readers and writers across the five pillars of reading: phonemic awareness, phonics, vocabulary, fluency, and comprehension. Students will investigate the role of the teacher in the development of language processes in inclusive settings. This course includes a strong emphasis on the role of assessment in the teaching and learning process to inform planning, teaching, and assessing language arts learning experiences that engage all learners. Additionally, this course provides hands-on teaching experiences at primary grades through a supervised, on-site practicum.



## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/19/23 Signature, Chairperson: Cherrie Hicklin

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair   
Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards, increase focus on science of reading and the five pillars of literacy, and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Intermediate ELA with Practicum	Science of Reading II
Course Number:	EDUC 367	EDUC 367
Credits:	4	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	Admission to Teacher Education; EDUC 366 Primary Reading and Language Arts with Practicum with grade of "C" or higher.	Admission to teacher education and EDUC 366 Foundations of English Language Arts with grade of "C" or higher.
Course Description	The foundation of literacy instruction for grades 3 through 6. Includes the areas of reading, writing, speaking, listening, viewing, visually representing, handwriting, grammar and spelling. Provides hands-on teaching experiences at intermediate grade level through supervised, on-site practicum.	This is a methods course for teaching language arts to elementary-age children in the areas of reading, writing, speaking, listening, and language. In this course candidates will learn strategies to strengthen students' ability to read advanced texts as well as the use of reading and writing to learn content across the curriculum in inclusive settings. Candidates will examine a variety of instructional approaches, including integrating literature into content learning and building comprehension and vocabulary through integrated experiences. Instructional emphasis is placed upon assessment, active construction of meaning, and matching learner capabilities with appropriate instructional strategies.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherone Hume

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumbor

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumbor

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumbor

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Effective Classroom Management	Effective Classroom Management
Course Number:	EDUC 368	EDUC 368
Credits:	2	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	Admission to Teacher Education	Admission to teacher education
Course Description	Proactive classroom management concepts, strategies, and skills with management plan developed. Focus on handling problems when they occur and on strategies to decrease likelihood of repetition of classroom problems. Skills reviewed and applied in whole class settings during professional semester.	This course introduces candidates to factors that influence learning environments in inclusive settings. Content includes strategies that focus on learning environments, procedures to help in the general running of a classroom, building positive relationships with students and families, collaboration skills with stakeholders and other dynamics of effective classroom management. Students will develop a comprehensive and proactive classroom management plan using effective research-based strategies.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherise Tucker

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair   
Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No





7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Assessment and Evaluation for Elementary Education	Assessment and Evaluation for Elementary Education
Course Number:	EDUC 371	EDUC 371
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	Completion of EDUC 261 Explorations in Education, SPED 510/511 Overview of Special Education, SPED 512 Characteristics of Students in Inclusive Education, SPED 513 Instructional Approaches for Inclusive Classroom, EDUC 252 Children's Literature, EDUC 307 Clinical Experience, EDUC 320 Developmentally Appropriate Curriculum in Elementary Education, and PSYCH 357 Educational Psychology.	Completion of EDUC 261 Explorations in Education, SPED 510/511 Overview of Inclusive Education, and basic skills requirement.
Course Description	Evaluation of pupil progress; education tests and their uses; techniques of using evaluative information in working with elementary students and parents.	The course is an examination of the current research on effective PK-12 assessment in terms of methodologies and perspectives and exploration of state and national assessment directions. Student will learn classroom evaluation systems that engage all learners in their own growth. Students will learn how to monitor progress, communicate meaningful feedback to relevant stakeholders, evaluate instructional effectiveness, and guide instructional decisions in inclusive settings.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherone Hicks

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **New**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
The course is being revised from a different course code to better reflect the content, align with new state standards, and to meet the current needs of students.
  
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
  
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
  
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
  
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Inclusive Classroom Practices
Course Number:		EDUC 513
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Completion of SPED 510/511 Overview of Inclusive Education with grade of C or better and completion of basic skills.
Course Description		Course content focuses on inclusive lesson planning and classroom management from a social-emotional and universal design for learning perspective. Students will investigate recent research to design and adapt instruction for students across a spectrum of characteristics (e.g., ability, areas of interest, culture). Students will: examine barriers to inclusion; study corresponding practices, strategies, and interventions designed to overcome those barriers; and create a learning environment that is accessible to the broadest population of students.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherrie Yuchin

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trunbore

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trunbore

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trunbore

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

EEU Standard	Assessment
<p>3.2 The Elementary Education Unified (EEU) K-6 teacher candidate understands how to create a learning environment that fosters an inclusive setting for all students.</p>	<p>UDL Multiple Means of Engagement Classroom Analysis – Analyze typical elementary classroom, identify barriers to inclusion and study solutions to those barriers  Ideal Classroom Assignment – Design classroom aligned to UDL guidelines. Critique others' designs and revise.</p>
<p>3.3: The Elementary Education Unified (EEU) K-6 teacher candidate plans for the varied learning characteristics for effective instructional planning and implementation.</p>	<p>UDL Multiple Means of Engagement, Representation, &amp; Expression Lesson Plan - Analyze various elementary age lessons, identify barriers to inclusion and study solutions to those barriers  UDL Autonomy Assignment – requiring Data Collection, Task Analysis, and Forward/Reverse Chaining Strategy</p>
<p>3.4: The Elementary Education Unified (EEU) K-6 teacher candidate uses assessment data for effective instructional planning and implementation.</p>	<p>UDL Autonomy Assignment – requiring Data Collection, Task Analysis, and Forward/Reverse Chaining Strategy</p>

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Diversity in the Classroom	English Language Learners in the Classroom
Course Number:	EDUC 551	EDUC 551
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	EDUC 261 Explorations in Education or concurrent enrollment with ACT score of 22 or higher or passing score on a Basic Skills Test.	EDUC 261 Explorations in Education with a C or better.
Course Description	The course is designed to allow candidates to demonstrate knowledge of the cultural dynamics of themselves, individual learners, school, and community, as well as analyze the role of cultural dynamics and their influence on classroom practice and teaching.	This overview course focuses on English Language Learners (ELLs) as the fastest-growing population of students in PreK-12 classrooms. It introduces characteristics of ELLs, explains main concepts and aspects of cultural and linguistic diversity, as well as current laws and best practices relevant to educating ELLs. The course also discusses most common misconceptions about ELLs and provides participants with tips, strategies, and resources to maximize learning for culturally and linguistically diverse students.



## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherone Spivey

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Tomblin

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Tomblin

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Tomblin

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair   
Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Overview of Special Education	Overview of Inclusive Education
Course Number:	SPED 510	SPED 510
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	EDUC 261 Explorations in Education with a C or better and 2.50 GPA.	EDUC 261 Explorations in Education with a C or better and 2.50 GPA.
Course Description	An introduction to the field of special education, types of children served, typical local and state programs that assist in the education of the atypical child.	This course is designed to prepare future educators in understanding their roles and responsibilities in working with PK-12 learners who may have learning, behavioral, and other types of needs. This includes not only students with disabilities, but also those who fall within other historically underserved populations such as learners who could be at-risk of school challenges/failure due to conditions such as poverty, adverse childhood experiences, pregnancy, truancy, English language barriers, race/ethnicity, gifts/talents, etc. Course content leads to the understanding of the historical, legal, and philosophical foundations of general, special, and inclusive education as well as the development, characteristics of and processes used for meeting the learning, behavioral, and social/emotional needs of learners. The course includes an early field experience situated in a public school setting working with individual or small groups of learners identified with diverse needs.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherone Yusef

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Overview of Spec Educ (Birth-6th Grad)	Overview of Inclusive Education (Birth-6th Grade)
Course Number:	SPED 511	SPED 511
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	EDUC 261 Explorations in Education with a C or better and 2.50 GPA.	EDUC 261 Explorations in Education with a C or better and 2.50 GPA.
Course Description	An introduction to the field of special education, types of children served, typical local and state programs that provide intervention for young children with disabilities from birth through sixth grade.	This course is designed to prepare future educators in understanding their roles and responsibilities in working with young learners who may have learning, behavioral, and other types of needs. This includes not only learners with disabilities, but also those who fall within other historically underserved populations such as learners who could be at-risk of school challenges/failure due to conditions such as poverty, adverse childhood experiences, pregnancy, truancy, English language barriers, race/ethnicity, gifts/talents, etc. Course content leads to the understanding of the historical, legal, and philosophical foundations of general, special, and inclusive education as well as the development, characteristics of and processes used for meeting the learning, behavioral, and social/emotional needs of learners. The course includes an early field experience situated in a public school setting working with individual or small groups of learners identified with diverse needs.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: 

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: 

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: 

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: 

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair   
Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No





7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Characteristics of Students in Inclusive Settings	Characteristics of Students in Inclusive Settings
Course Number:	SPED 512	SPED 512
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	EDUC 261 Explorations in Education . Concurrent enrollment in or completion of enrollment in SPED 510 Overview of Special Education or SPED 511 Overview of Special Education (Birth thru 6th Grade) with grade of C or better.	EDUC 261 Explorations in Education with a C or better. Concurrent enrollment in or completion of SPED 510 Overview of Inclusive Education or SPED 511 Overview of Inclusive Education (Birth-6th Grade) with grade of C or better.
Course Description	An introduction to inclusive educational settings, designed to provide an investigation of the characteristics of students with learning challenges in the areas of emotional disturbance, learning disabilities, intellectual disabilities, language disabilities and autism. The etiologies of these disabilities, the learning and behavioral characteristics of students, and relevant learning theory will be addressed. This course supports the development of: independent thinking, effective communication, making relevant judgments, professional collaboration, effective participation in the educational system, discrimination of values in the educational arena and professional ethics.	This course is an introduction to inclusive educational settings, designed to provide an investigation of the characteristics of individuals with learning challenges and disabilities. The etiologies of these disabilities, the learning and behavioral characteristics of students, and relevant learning theory will be addressed. This course supports the development of independent thinking, effective communication, making relevant judgments, professional collaboration, effective participation in the educational system, discrimination of values in the educational arena, and professional ethics.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherone Hiebert

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair

Course: **Deletion**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Deletion** to Course:  
The course is being updated to a new course code and title to better reflect the content.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? **Select One**  
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**

7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **Select One**  
*If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.*
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Instructional Approaches for the Inclusive Classroom	
Course Number:	SPED 513	
Credits:	3	
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		
Course Description		

# Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherene Gypsi

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumble

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumble

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumble

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Professional Collaboration in Inclusive Settings	Professional Collaboration in Inclusive Settings
Course Number:	SPED 514	SPED 514
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	Completion of SPED 510 Overview of Special Education or SPED 511 Overview of Special Education (Birth thru 6th Grade) with grade of C or better. Concurrent enrollment in or completion of SPED 512 Characteristics of Students in Inclusive Settings, SPED 513 Instructional Approaches for the Inclusive Classroom and SPED 515 Positive Behavior Support in Inclusive Settings. Prerequisites for Elementary Education K-6: EDUC 261 Explorations in Education and ACT score of 22 or higher or passing score on a Basic Skills Test.	Completion of SPED 510/511 Overview of Inclusive Education with grade of C or better. Concurrent enrollment in or completion of SPED 512 Characteristics of Students in Inclusive Settings.
Course Description	Designed to develop the knowledge, skills and abilities of pre-service teachers to collaborate with professionals, implement inclusive practices and instruct students with diverse learning needs. Course content includes theory and research related to inclusion, professional collaboration, Individuals with Disability Education Act (IDEA), implementation of instructional strategies, multi-tiered system of support, and a 30 hour clinical experience.	This course prepares teacher candidates for their responsibilities of effectively engaging, empowering, and partnering with families, professionals, and agencies. The course provides candidates empirical knowledge and application of dispositions and methods for meeting the needs of students including not only learners with disabilities, but also those who fall within other historically underserved populations such as learners who could be at-risk of school challenges/failure due to conditions such as poverty, adverse childhood experiences, English language barriers, pregnancy, truancy, race/ethnicity, gifts/talents, etc. A 30-hour clinical experience provides candidates opportunities for observing, analyzing, and applying course content by way of attending a variety of school collaborations such as IEP, 504, and prereferral meetings, parent-teacher conferences, grade level and problem solving teams, as well as co-teaching and community services partnerships.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherone Yuke

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Timbore

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Timbore

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Timbore

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_



## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair   
Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Positive Behavior Support in Inclusive Settings	Positive Behavior Support in Inclusive Settings
Course Number:	SPED 515	SPED 515
Credits:	3	3
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	Completion of SPED 510 Overview of Special Education or SPED 511 Overview of Special Education (Birth thru 6th Grade) with grade of C or better. Prerequisites for Elementary Education K-6: EDUC 261 Explorations in Education and ACT score of 22 or higher or passing score on a Basic Skills Test.	Completion of SPED 510 Overview of Inclusive Education or SPED 511 Overview of Inclusive Education (Birth-6th Grade) with grade of C or better.
Course Description	Designed to prepare pre-service teachers to effectively instruct and support students who display behavioral and emotional needs. Course content includes characteristics of students with challenging behaviors, theory and research related to various behaviors, an overview of positive behavior support programs, multi-tiered system of support for promoting social competence and inclusive strategies and interventions.	This course is designed to prepare pre-service teachers to effectively instruct and support students who display behavioral and emotional needs. Course content includes characteristics of students with challenging behaviors, study related to various behavior theories, an overview of positive behavior support programs, multi-tiered system of support for promoting social competence, functional behavioral assessment and inclusive strategies, interventions, and behavior plans for students across all tier needs and settings.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/19/23 Signature, Chairperson: Cherrie Giesse

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Trumbore

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Trumbore

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Trumbore

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23  
Department: Teaching and Leadership College of: Education   
Contact Person: Cherona Hicklin Chair   
Course: **Revision**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **Revision**  to Course:  
The course is being updated to better align with new state standards and meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:	Assessment and Individualized Education Programming	Assessment in Special Education
Course Number:	SPED 516	SPED 516
Credits:	3	2
Grading System:	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):	Prerequisites for Elementary Education Unified K-6: EDUC 261 Explorations in Education and ACT score of 22 or higher or passing score on a Basic Skills Test. Completion of EDUC 252 Children's Literature, EDUC 307 Clinical Experience, EDUC 320 Early Childhood Foundations and Curriculum, SPED 510.	Admission to teacher education
Course Description	This course will focus upon the special education evaluation process, specifically on the IEP evaluation, creation, and implementation. Emphasis will be on combining knowledge and practice from previous SPED courses. Students will administer test instruments, interpret data, and learn techniques including screening tests, formal and informal tests, normed and criterion referenced tests. Individual assessment of developmental milestones, academic achievement, adaptive behavior, and processes will be included. Informal methods of assessment including observation, trans-disciplinary play based assessment, and response to intervention will also be explored. Students will write statements describing students' present levels of academic and adaptive functional performance (PLAAFP), writing effective IEP goals that align with curricular standards, and implementing the IEP.	This course will focus upon special education assessment before, during, and after the evaluation process. Emphasis will be placed on the multi-tiered system of supports (MTSS) (Child Find), comprehensive evaluation, and progress monitoring processes. Students will combine prior and new knowledge and practices and criteria for special education qualification to determine eligibility and placement decisions. Students will learn to administer and interpret data from formal evaluation testing instruments used throughout a MTSS framework (including screeners, observations, and norm and criterion referenced assessment) to make special education and other data based decisions for students in need of services and supports.

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: 

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: 

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: 

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: 

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Course Form

Effective Date: Fall  2024  Submission Date: 10/31/23

Department: Teaching and Leadership College of: Education

Contact Person: Cherona Hicklin Chair

Course: **New**

**Originating Department(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation," to allow for review and questions. Any modifications should be saved as "original file name. v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and send to your College Admin.

---

1. Purpose/Justification for a **New** to Course:  
The course content is being taken from within another course to allow more in-depth focus on the content matter. This will better align with new state standards and better meet the current needs of students.
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No, this course is only required for majors in Teaching and Leadership.
3. Will this course be required of any education majors? Yes   
*If "yes," this requirement will need to have the approval of the Council for Teacher Education before upload to "Approved College Curriculum Legislation" in SharePoint.*
4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
None
5. Are additional resources required (e.g. library or multimedia resources, technology, space, major expense etc.)? **Explain:**  
No



7. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? <sup>No</sup>  
If "yes," complete the Course Fee Form on the Provost's website, it will need to gain approval of the President's Council.
8. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:  
**Attach with upload.**
9. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:  
**Attach with upload.**

**Course Numbers cannot be changed, only created.**

	Existing	New/Proposed
Title:		Individualized Educational Programming
Course Number:		SPED 517
Credits:		3
Grading System:	A-F, IN <input type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>	A-F, IN <input checked="" type="checkbox"/> IP <input type="checkbox"/> P/F <input type="checkbox"/>
Pre/Co-Requisite(s):		Admission to teacher education
Course Description		This course provides an overview of the individualized education programming process, including special education law requirements, timelines, teaming requirements, family and team collaboration, goal writing, progress monitoring, and re-evaluation. The course provides candidates foundational knowledge about the characteristics and components of individualized education programming as well as facilitate an understanding of special education law related to individualized programming. Candidates will be provided opportunities to develop high quality and legally appropriate individualized education plans (IEPs) in order to prepare for future case management and teaching experiences in special education.



## **EDUC 517 Individualized Educational Programming**

This course provides an overview of the individualized education programming process, including special education law requirements, timelines, teaming requirements, family and team collaboration, goal writing, progress monitoring, and re-evaluation. The course provides candidates foundational knowledge about the characteristics and components of individualized education programming as well as facilitate an understanding of special education law related to individualized programming. Candidates will be provided opportunities to develop high quality and legally appropriate individualized education plans (IEPs) in order to prepare for future case management and teaching experiences in special education.

### **Course Objectives**

Upon successful completion of this course, the student will demonstrate knowledge of the following:

1. The rights and responsibilities and major principles of students and teachers outlined by the Individuals with Disabilities Education Act (IDEA), Section 504 and ADA and other current federal and state legislation governing and/or impacting programs for exceptional students.
3. The general characteristics and required components included in individualized education plans (IEPs).
4. Factors influencing student learning including assessment data, individual experiences, talents, prior learning, language exposure, family and community values, and environmental conditions.
5. The importance of keeping accurate records especially involving IEPs and records related to federal, state and district policies and those involving legal implications.
6. The importance of families as active partners in planning instruction and services.
7. Physical, sensory, communication, cognitive, affective, and social/emotional behavioral manifestations and their impact on curriculum, program development, and needed services and supports.

### **Assessments**

1. Tests/Quizzes
2. Course assignments
3. Tiered Intervention Project (see Rubric)
  - a. Student Profile

- b. **Defined Target Behavior**
- c. **Intervention Selection**
- d. **Intervention Procedures and Materials**
- e. **Progress Monitoring and Intervention Reflection**

**4. IEP Project**

- a. **Using the TIP information create a legally appropriate, student centered IEP**

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/9/23 Signature, Chairperson: Cherrie Yurie

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: J. Truelove

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: J. Truelove

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: J. Truelove

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024



Submission Date: 12/14/23

Department: Teaching and Leadership

College: Education



Contact Person: Cherona Hicklin

Chair



Revision



Major



If Emphasis, enter name of the Major:

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

The department is realigning coursework to better meet the current needs of students going into the teaching profession.

2. Rationale for change, including changes to curriculum objectives:

Courses are being changed to align with state and national standards and to be on track with current trends in education.

3. Will this change affect any education majors? Yes



***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

Yes, service courses offered from other departments have been removed from the sequence.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No, the changes being made to the program will only affect PSU candidates.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
No
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
No
10. Describe the program assessment plan (for new programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

### CURRICULUM REVISIONS

	Existing	Proposed
<p><b>Title:</b></p>	<p><b>Elementary Education Unified</b></p>	<p><b>Elementary Education Unified</b></p>
<p><b>Curriculum: (Do not include GenEd)</b></p>	<p><b>Math Requirement</b> MATH-304 Mathematics for Education II (3 hours)</p> <p><b>Education, Psychology, and Laboratory Experiences (56 hours)</b> The following courses must be completed with a 3.00 GPA or higher and no grade lower than a " C" for admission to Professional Semester.</p> <p>NOTE: Must meet basic skills requirement to enroll in any EDUC courses with the exception of EDUC-261 Explorations in Education.</p> <p>EDUC-252 Children's Literature (3 hours) EDUC-261 Explorations in Education (3 hours) Requires an additional 33 hours of field experience outside the class and concurrent enrollment with PSYCH 263 recommended. EDUC-307 Clinical Experience (1 hour) Requires an additional 33 hours of field experience outside the class. EDUC-320 Developmentally Appropriate Curriculum for Elementary Education (4 hours) EDUC-321 Methods in Creative Expression (3 hours) or MUSIC-140 Children's Music (3 hours) EDUC-359 Elementary School Mathematics Primary (2 hours) EDUC-362 Elementary School Science (3 hours) Must earn 60 hours before enrollment. EDUC-363 Elementary School Social Studies (3 hours) EDUC-366 Primary English Language Arts with Practicum (4 hours) Completion of 60 hrs required to enroll and prerequisite to EDUC 367. EDUC-371 Assessment and Evaluation for Elementary Education (3 hours) HHP-341 Elementary School Physical Education and Health (3 hours) PSYCH-263 Developmental Psychology (3 hours) Concurrent enrollment with EDUC 261 recommended. PSYCH-357 Educational Psychology (3 hours) SPED-510 Overview of Special Education (3 hours) or SPED-511 Overview of Special Education (Birth thru 6th Grade) (3 hours) SPED-512 Characteristics of Students in Inclusive Settings (3 hours) SPED-513 Instructional Approaches for the Inclusive Classroom (3 hours) SPED-514 Professional Collaboration in Inclusive Settings (3 hours) SPED-515 Positive Behavior Support in Inclusive Settings (3 hours) Internship Semester (17-19 hours) Admission to Teacher Education required before enrolling. EDUC-345 Topics in (____) (1-3 hours) Should be taken for 3 hours. EDUC-361 Elementary School Mathematics Intermediate (2 hours) EDUC-365 Integrated Curriculum Studies (2 hours) EDUC-367 Intermediate English Language Arts with Practicum (4 hours) EDUC-368 Effective Classroom Management (2 hours) EDUC-551 Diversity in the Classroom (3 hours) SPED-516 Assessment and Individualized Education Programming (3 hours) Professional Semester (12 hours) EDUC-458 Methods and Curriculum (3 hours) EDUC-475 Supervised Clinical Experience (9 hours)</p>	<p><b>Additional Major Requirements (7 hours)</b> Elective from Bucket 4 (4 hours)* MATH-304 Mathematics for Education II (3 hours) *Course selection should be life or physical science, whichever was not completed for general education requirement.</p> <p><b>Education, Psychology, and Laboratory Experiences (55 hours)</b> The following courses must be completed with a 2.75 GPA or higher and no grade lower than a "C" for admission to Professional Semester.</p> <p>NOTE: Must meet basic skills requirement to enroll in any EDUC courses with the exception of EDUC-252 Children's Literature and EDUC-261 Explorations in Education.</p> <p>EDUC-252 Children's Literature (3 hours) EDUC-261 Explorations in Education (3 hours) Requires an additional 33 hours of field experience outside the class. EDUC-307 Clinical Experience (1 hour) Requires an additional 33 hours of field experience outside the class. EDUC-320 Developing Curriculum for Elementary Education (3 hours) EDUC-321 Methods in Creative Expression (3 hours) EDUC-359 Elementary School Mathematics (3 hours) EDUC-363 Elementary School Social Studies (3 hours) EDUC-366 Science of Reading I (4 hours) EDUC-371 Assessment and Evaluation for Elementary Education (3 hours) EDUC-513 Inclusive Classroom Practices (3 hours) EDUC-551 English Language Learners in the Classroom (3 hours) HHP-341 Elementary School Physical Education and Health (3 hours) PSYCH -155 General Psychology (3 hours) PSYCH-263 Developmental Psychology (3 hours) PSYCH-357 Educational Psychology (3 hours) SPED-510 Overview of Inclusive Education (3 hours) SPED-512 Characteristics of Students in Inclusive Settings (3 hours) SPED-514 Professional Collaboration in Inclusive Settings (3 hours) SPED-515 Positive Behavior Support in Inclusive Settings (2 hours)</p> <p>Internship Semester (17-19 hours) Admission to Teacher Education required before enrolling. EDUC-345 Topics in (Internship) (1-3 hours) EDUC-362 Elementary School Science (3 hours) EDUC-365 Integrated Curriculum Studies (2 hours) EDUC-367 Science of Reading II (3 hours) EDUC-368 Effective Classroom Management (3 hours) SPED-516 Assessment in Special Education (2 hours) SPED-517 Individualized Educational Programming (3 hours)</p> <p><b>Professional Semester (12 hours)</b> EDUC-458 Methods and Curriculum (3 hours) EDUC-475 Supervised Clinical Experience (9 hours)</p>

## Authorization/Notification Sign-Off Sheet

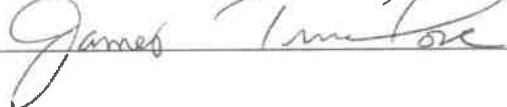
-Approved: Department Chairperson

Date: 1/11/24 Signature, Chairperson: 

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: 

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: 

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: 

-Approved: University Undergraduate Curriculum Committee

Date: 03-08-2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.



# PittState

Elementary Education Unified K – 6

Name: \_\_\_\_\_

ID: \_\_\_\_\_

Advisor: \_\_\_\_\_

email tag: \_\_\_\_\_

### FRESHMAN YEAR

UGS 150 Gorilla Gateway.....2 hours  
 ENGL 101 English Composition .....3 hours  
 COMM 207 Speech Communication .....3 hours  
 PSYCH 155 General Psychology.....3 hours  
 BIOL 113 Environmental Life Science.....4 hours

**Total Credits..... 15 hours**

### FRESHMAN YEAR

EDUC 261 Explorations in Education (33 lab hours).. 3 hours  
 ENGL 299 Introduction to Research Writing ..... 3 hours  
 MATH 204 Math for Education I ..... 3 hours  
 PSYCH 263 Developmental Psychology ..... 3 hours  
 Elective from Bucket 6 ..... 3 hours  
 HHP 150 Lifetime Fitness Concepts.....1 hour

**Total Credits ..... 16 hours**

### SOPHOMORE YEAR

HIST 201 or 202 American History .....3 hours  
 POLS 101 US Politics *OR*  
 ECON 200 or 201 Economics *OR*  
 GEOG 106 World Regional Geography .....3 hours  
 HHP 341 Elem PE and Health.....3 hours  
 MATH 304 Math for Education II.....3 hours  
 SPED 510 Overview of Inclusive Educ (10 lab hours)...3 hours

**Total Credits..... 15 hours**

### SOPHOMORE YEAR

EDTH 330 Technology for Teaching/Learning.....3 hours  
 PHYS 171/172 Physical Science & Lab.....4 hours  
 PSYCH 357 Educational Psychology.....3 hours  
 EDUC 252 Children's Literature .....3 hours  
 EDUC 321 Methods in Creative Exp.....3 hours

**Total Credits ..... 16 hours**

NOTE: Must pass the Basic Skills Exam before enrolling in Professional Education courses.

### PROFESSIONAL EDUCATION BLOCK 1

EDUC 320 Developing Curriculum for Elem Ed..... 3 hours  
 EDUC 371 Assess & Eval in Elem Ed.....3 hours  
 EDUC 551 ELLs in the Classroom.....3 hours  
 SPED 512 Characteristics of Students in IS..... 3 hours  
 SPED 514 Professional Collaboration .....3 hours

**Total Credits..... 15 hours**

### PROFESSIONAL EDUCATION BLOCK 2

EDUC 307 Clinical Experience (33 lab hours) ..... 1 hour  
 EDUC 359 Elementary School Mathematics..... 3 hours  
 EDUC 363 Elementary Social Studies .....3 hours  
 EDUC 366 Foundations of ELA Methods.....4 hours  
 EDUC 513 Inclusive Classroom Practices.....3 hours  
 SPED 515 Positive Behavior Support .....2 hours

**Total Credits ..... 16 hours**

NOTE: Must be admitted to Teacher Education before enrolling internship courses.

### INTERNSHIP

EDUC 345 Topics in (Internship) ..... 1-3 hours  
 EDUC 362 Elementary School Science ..... 3 hours  
 EDUC 365 Integrated Curriculum Studies.. .....2 hours  
 EDUC 367 Applications of ELA Methods.....3 hours  
 EDUC 368 Classroom Management .....3 hours  
 SPED 516 Assessment in SPED.....2 hours  
 SPED 517 IEP.....3 hours

**Total Credits..... 17-19 hours**

NOTE: Admission to the Professional Semester is required. Must also attempt Elementary Content Test PRIOR to Professional Semester.

### PROFESSIONAL SEMESTER

EDUC 458 Methods and Curriculum ..... 3 hours  
 EDUC 475 Supervised Clinical Experience ..... 9 hours

**Total Credits ..... 12 hours**

**Total Program Credits..... 120 hours**



Dr. Cherona Hicklin, Department Chairperson, Teaching and Leadership • [chicklin@pittstate.edu](mailto:chicklin@pittstate.edu) •  
 620-235-4504 • <https://www.pittstate.edu/education/teaching-and-leadership/index.html>



## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024



Submission Date: 12/14/23

Department: Teaching and Leadership

College: Education



Contact Person: Cherona Hicklin

Chair



Revision



Major



If Emphasis, enter name of the Major:

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

The department is realigning coursework to better meet the current needs of students going into the teaching profession.

2. Rationale for change, including changes to curriculum objectives:

Courses are being changed to align with state and national standards and to be on track with current trends in education.

3. Will this change affect any education majors? Yes



***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

Yes, service courses offered from other departments have been removed from the sequence.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No, the changes being made to the program will only affect PSU candidates.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
No
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
No
10. Describe the program assessment plan (for new programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

## CURRICULUM REVISIONS

	Existing	Proposed
Title:	Elementary Education	Elementary Education
<p><b>Curriculum:</b> <b>(Do not include GenEd)</b></p>	<p>Math Requirement MATH-304 Mathematics for Education II (3 hours)</p> <p>Education, Psychology, and Laboratory Experiences (56 hours) The following courses must be completed with a 3.00 GPA or higher and no grade lower than a "C" for admission to Professional Semester.</p> <p>NOTE: Must meet basic skills requirement to enroll in any EDUC courses with the exception of EDUC-261 Explorations in Education.</p> <p>EDUC-252 Children's Literature (3 hours) EDUC-261 Explorations in Education (3 hours) Requires an additional 33 hours of field experience outside the class and concurrent enrollment with PSYCH 263 recommended. EDUC-307 Clinical Experience (1 hour) Requires an additional 33 hours of field experience outside the class. EDUC-320 Developmentally Appropriate Curriculum for Elementary Education (4 hours) EDUC-321 Methods in Creative Expression (3 hours) or MUSIC-140 Children's Music (3 hours) EDUC-359 Elementary School Mathematics Primary (2 hours) EDUC-362 Elementary School Science (3 hours) Must earn 60 hours before enrollment. EDUC-363 Elementary School Social Studies (3 hours) EDUC-366 Primary English Language Arts with Practicum (4 hours) Completion of 60 hrs required to enroll and prerequisite to EDUC 367. EDUC-371 Assessment and Evaluation for Elementary Education (3 hours) HHP-341 Elementary School Physical Education and Health (3 hours) PSYCH-263 Developmental Psychology (3 hours) Concurrent enrollment with EDUC 261 recommended. PSYCH-357 Educational Psychology (3 hours) SPED-510 Overview of Special Education (3 hours) or SPED-511 Overview of Special Education (Birth thru 6th Grade) (3 hours) SPED-512 Characteristics of Students in Inclusive Settings (3 hours) SPED-513 Instructional Approaches for the Inclusive Classroom (3 hours) SPED-515 Positive Behavior Support in Inclusive Settings (3 hours)</p> <p>Internship Semester (17-19 hours) Admission to Teacher Education required before enrolling. EDUC-345 Topics in ( ) (1-3 hours) Should be taken for 3 hours. EDUC-361 Elementary School Mathematics Intermediate (2 hours) EDUC-365 Integrated Curriculum Studies (2 hours) EDUC-367 Intermediate English Language Arts with Practicum (4 hours) EDUC-368 Effective Classroom Management (2 hours) EDUC-551 Diversity in the Classroom (3 hours)</p> <p>Professional Semester (12 hours) EDUC-458 Methods and Curriculum (3 hours) EDUC-475 Supervised Clinical Experience (9 hours)</p>	<p>Additional Major Requirements (7 hours) Elective from Bucket 4 (4 hours)* MATH-304 Mathematics for Education II (3 hours) *Course selection should be life or physical science, whichever was not completed for general education requirement.</p> <p>Education, Psychology, and Laboratory Experiences (55 hours) The following courses must be completed with a 2.75 GPA or higher and no grade lower than a "C" for admission to Professional Semester.</p> <p>NOTE: Must meet basic skills requirement to enroll in any EDUC courses with the exception of EDUC-252 Children's Literature and EDUC-261 Explorations in Education.</p> <p>EDUC-252 Children's Literature (3 hours) EDUC-261 Explorations in Education (3 hours) Requires an additional 33 hours of field experience outside the class. EDUC-307 Clinical Experience (1 hour) Requires an additional 33 hours of field experience outside the class. EDUC-320 Developing Curriculum for Elementary Education (3 hours) EDUC-321 Methods in Creative Expression (3 hours) EDUC-359 Elementary School Mathematics (3 hours) EDUC-363 Elementary School Social Studies (3 hours) EDUC-366 Science of Reading I (4 hours) EDUC-371 Assessment and Evaluation for Elementary Education (3 hours) EDUC-513 Inclusive Classroom Practices (3 hours) EDUC-551 English Language Learners in the Classroom (3 hours) FCS-690 Parent/Professional Relationships (3 hours) HHP-341 Elementary School Physical Education and Health (3 hours) PSYCH-155 General Psychology (3 hours) PSYCH-263 Developmental Psychology (3 hours) PSYCH-357 Educational Psychology (3 hours) SPED-510 Overview of Inclusive Education (3 hours) SPED-512 Characteristics of Students in Inclusive Settings (3 hours) SPED-515 Positive Behavior Support in Inclusive Settings (2 hours)</p> <p>Internship Semester (12-14 hours) Admission to Teacher Education required before enrolling. EDUC-345 Topics in (Internship) (1-3 hours) EDUC-362 Elementary School Science (3 hours) EDUC-365 Integrated Curriculum Studies (2 hours) EDUC-367 Science of Reading II (3 hours) EDUC-368 Effective Classroom Management (3 hours)</p> <p>Professional Semester (12 hours) EDUC-458 Methods and Curriculum (3 hours) EDUC-475 Supervised Clinical Experience (9 hours)</p>

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 1/11/24 Signature, Chairperson: Cherona Yicklin

-Approved: College Curriculum Committee

Date: 12/5/23 Signature, Committee Chair: James Timpane

-Approved: Dean of College

Date: 12/5/23 Signature, Dean: James Timpane

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: James Timpane

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

## Faculty Senate Notification Form

This form is to be used to notify campus of changes that need to be updated in the university catalog but don't necessarily need Faculty Senate approval.

Effective Date: Fall 2024 Submission Date: 11/30/23

Department: Graphic Communications - TWL College: Technology

Contact Person: Andrea Kent Faculty

Originating Department(s): After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

1. Purpose/Justification for this notification:

Course was updated in Spring 2023 and the prereq hours proposed created enrollment issues. Adjusting those total hours.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? **No** *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

3. Is this notification related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? **No** *Whether a "yes" or "no" response, please provide an explanation.*

	Existing	New/Proposed
Modality of:	In Person	In Person
Admission Requirements:	GC 301 - Graphics Career Development  No additional admission requirements	GC 301 - Graphics Career Development  No additional admission requirements
Pre/Co-Requisite(s):	70 total hours and 15 hours of Graphic Communications courses	55 total hours and 15 hours of Graphic Communications courses
Other: (ex. Gen Ed ONLY)		

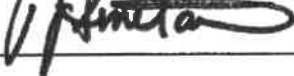
# Authorization/Notification Sign-Off Sheet



-Approved: Department Chairperson

Date: 12/4/23 Signature, Chairperson: 

-Approved: Dean of College

Date: 02/07/2024 Signature, Dean: 

-Recognized by: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

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

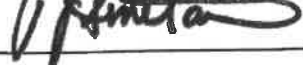


## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 12/4/23 Signature, Chairperson: 

-Approved: Dean of College

Date: 02/07/2024 Signature, Dean: 

-Recognized by: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

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



## Faculty Senate Notification Form

This form is to be used to notify campus of changes that need to be updated in the university catalog but don't necessarily need Faculty Senate approval.

Effective Date: Fall 2024 Submission Date: 11/30/23  
 Department: Graphic Communications - TWL College: Technology  
 Contact Person: Andrea Kent Faculty

Originating Department(s): After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

1. Purpose/Justification for this notification:  
 Course was updated in Spring 2023 and the prereq. of 600 Graphics Internship has created enrollment issues for some students that don't complete their internship until the summer after their senior year.
  
2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? **No** *Whether "Yes" or "No" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*
  
3. Is this notification related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? **No** *Whether a "yes" or "no" response, please provide an explanation.*


	Existing	New/Proposed
Modality of:	In Person	In Person
Admission Requirements:	GC 630 - Portfolio Management  No additional admission requirements	GC 630 - Portfolio Management  No additional admission requirements
Pre/Co-Requisite(s):	GC 535 - Branding Strategy GC 600 - Graphics Internship or Permission of Instructor	GC 535 - Branding Strategy or Permission of Instructor
Other: (ex. Gen Ed ONLY)		

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 12/4/23 Signature, Chairperson: 

-Approved: Dean of College

Date: 02/07/2024 Signature, Dean: 

-Recognized by: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

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

## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024

Submission Date: 11/27/23

Department: Graphic Communications

College: Technology

Contact Person: Andrea Kent

Faculty

**Revision**            **Major**

If Emphasis, enter name of the Major:

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

Updating of hours due to general education hour requirements for Fall 2024.

2. Rationale for change, including changes to curriculum objectives:

Updating hours to meet 120hr minimum with Gen Ed reduction.

3. Will this change affect any education majors? No

***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

No.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
**No.**
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
**None**
10. Describe the program assessment plan (for new programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **No**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **No**

### CURRICULUM REVISIONS

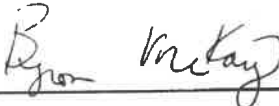
	Existing	Proposed
Title:	Graphic Communications Major	Graphic Communications Major
<p><b>Curriculum:</b> (Do not include GenEd)</p>	<p><b>PITT STATE PATHWAY - 40-41 hours</b></p> <p><b>GC CORE CURRICULUM - 41 hours</b>  GC 100 Introduction to Graphic Communications  GC 141 Illustration Software  GC 142 Photo Editing Software  GC 200 User Experience Research  GC 210 Mobile Photo &amp; Video Fundamentals  GC 221 Web User Experience  GC 230 Graphic Design Fundamentals  GC 240 Page Layout Software  GC 270 Introduction to Packaging Graphics  GC 301 Graphics Career Development  GC 330 Typography and Layout  GC 350 Printing Technologies  GC 600 Graphics Internship  GC 690 Senior Project</p> <p><b>4 EMPHASIS AREAS -</b>  <b>GRAPHIC DESIGN - 21 hours</b>  <b>PHOTOGRAPHY &amp; VIDEOGRAPHY - 21 hours</b>  <b>PRINT MEDIA &amp; PACKAGING DESIGN - 21hrs</b>  <b>UX/UI &amp; WEB DESIGN - 21 hours</b></p> <p><b>GC ELECTIVES - 11-12 hours</b></p> <p><b>SUPPORT COURSES - 6 hours</b></p> <p><b>TOTAL - 120 hours</b></p>	<p><b>GENERAL EDUCATION - 34-35 hours</b></p> <p><b>GC CORE CURRICULUM - 41 hours</b>  GC 100 Introduction to Graphic Communications  GC 141 Illustration Software  GC 142 Photo Editing Software  GC 200 User Experience Research  GC 210 Mobile Photo &amp; Video Fundamentals  GC 221 Web User Experience  GC 230 Graphic Design Fundamentals  GC 240 Page Layout Software  GC 270 Introduction to Packaging Graphics  GC 301 Graphics Career Development  GC 330 Typography and Layout  GC 350 Printing Technologies  GC 600 Graphics Internship  GC 690 Senior Project</p> <p><b>4 EMPHASIS AREAS -</b>  <b>GRAPHIC DESIGN - 21 hours</b>  <b>PHOTOGRAPHY &amp; VIDEOGRAPHY - 21 hours</b>  <b>PRINT MEDIA &amp; PACKAGING DESIGN - 21 hours</b>  <b>UX/UI &amp; WEB DESIGN - 21 hours</b></p> <p><b>GC ELECTIVES - 11-12 hours</b></p> <p><b>SUPPORT COURSES - 6 hours</b></p> <p><b>ELECTIVES BY ADVISEMENT - 6 hours</b></p> <p><b>TOTAL - 120 hours</b></p>

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 11/29/23 Signature, Chairperson: 

-Approved: College Curriculum Committee

Date: 01/26/2024 Signature, Committee Chair: 

-Approved: Dean of College

Date: 02/07/2024 Signature, Dean: 

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

**Originating Departments(s):** After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024

Submission Date: 11/29/23

Department: Graphic Communications <sup>TWI</sup> College: Technology

Contact Person: Andrea Kent Faculty

### Revision                  Emphasis

If Emphasis, enter name of the Major: Graphic Communications

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

The emphasis was updated in Spring of 2023. Upon review this emphasis track has the potential to leave a student short upper division credit hours depending on which support courses they choose. Updating to add additional upper division credit courses for that requirement.

2. Rationale for change, including changes to curriculum objectives:

What to provide additional support course options for students that help fulfill their 45 credit hour requirement while gaining hours that may lead to an optional minor.

3. Will this change affect any education majors? No

***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

Yes - the support courses offered are in other program areas and have been approved as additions by the departments respective chairs. See emails.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No it does not affect any other institution.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
**No.**
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
**N/A**
10. Describe the program assessment plan (for new programs only):
  - a. Enrollment targets = **N/A**
  - b. Outcome expected and process to evaluate =
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **No**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **No**



**CURRICULUM REVISIONS**

	Existing	Proposed
<b>Title:</b>	<b>Photography &amp; Videography Emphasis</b>	<b>Photography &amp; Videography Emphasis</b>
<b>Curriculum: (Do not include GenEd)</b>	<p><b>PITT STATE PATHWAY 40-41 hours</b></p> <p><b>GC CORE CURRICULUM - 41 hours</b>            GC 100 Intro. to Graphic Communications            GC 141 Illustration Software            GC 142 Photo Editing Software            GC 200 User Experience Research            GC 210 Mobile Photo &amp; Video Fund.            GC 221 Web User Experience            GC 230 Graphic Design Fundamentals            GC 240 Page Layout Software            GC 270 Intro. to Packaging Graphics            GC 301 Graphics Career Development            GC 330 Typography and Layout            GC 350 Printing Technologies            GC 600 Graphics Internship            GC 690 Senior Project</p> <p><b>PHOTOGRAPHY &amp; VIDEOGRAPHY EMPHASIS - 21 hrs</b>            GC 310 Inter. Photo/Video Techniques            GC 341 3D Graphics Software            GC 343 Audio/Video Software            GC 410 Product Photography            GC 411 Portrait Photography            GC 510 Audio Video Production Design            GC 610 Digital Media Advertising</p> <p><b>GC ELECTIVES - 11-12 hours</b>            Select from any other GC course offering not in core or emphasis requirement.</p> <p><b>SUPPORT COURSES - 6 hours</b>            (Choose 2 Courses from List Below)            MECET 121 Engineering Graphics I            COMM 200 Intro to Mass Communication            COMM 274 Intro to A/V Production            MKTG 330 Principles of Marketing</p> <p><b>TOTAL: 120 Hours</b></p>	<p><b>GENERAL EDUCATION - 34-35 hours</b></p> <p><b>CORE CURRICULUM - 41 hours</b>            GC 100 Intro. to Graphic Communications            GC 141 Illustration Software            GC 142 Photo Editing Software            GC 200 User Experience Research            GC 210 Mobile Photo &amp; Video Fundamentals            GC 221 Web User Experience            GC 230 Graphic Design Fundamentals            GC 240 Page Layout Software            GC 270 Introduction to Packaging Graphics            GC 301 Graphics Career Development            GC 330 Typography and Layout            GC 350 Printing Technologies            GC 600 Graphics Internship            GC 690 Senior Project</p> <p><b>PHOTOGRAPHY &amp; VIDEOGRAPHY EMPHASIS - 21 hrs</b>            GC 310 Intermediate Photo/Video Techniques            GC 341 3D Graphics Software            GC 343 Audio/Video Software            GC 410 Product Photography            GC 411 Portrait Photography            GC 510 Audio Video Production Design            GC 610 Digital Media Advertising</p> <p><b>GC ELECTIVES - 11-12 hours</b>            Select from any other GC course offering not in core or emphasis requirement.</p> <p><b>SUPPORT COURSES - 6 hours</b>            (Choose 2 Courses from List Below)            MECET 121 Engineering Graphics I            COMM 200 Intro to Mass Communication            COMM 274 Intro to A/V Production            COMM416 Social Influence &amp; Persuasion            MKTG 330 Principles of Marketing            MKTG 460 Social Media Marketing</p> <p><b>ELECTIVES BY ADVISEMENT - 6 hours</b></p> <p><b>TOTAL: 120 Hours</b></p>

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 12/13/23

Signature, Chairperson:



-Approved: College Curriculum Committee

Date: 01/26/2024

Signature, Committee Chair:



-Approved: Dean of College

Date: 02/07/2024

Signature, Dean:



-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_

Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024

Signature, Committee Chair:



-Approved: Faculty Senate

Date: \_\_\_\_\_

Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Tuesday, November 28, 2023 at 08:55:20 Central Standard Time

**Subject:** Re: Using COMM416 as a support course  
**Date:** Monday, November 27, 2023 at 10:32:06 AM Central Standard Time  
**From:** Troy Comeau  
**To:** Andrea Kent, Doug Younger, Andrew Klenke  
**Attachments:** image001.png

Yes, that should be fine. The class would be particularly good for anyone working with social media.

Troy

Dr. Troy O. Comeau  
Professor/Chair, Departments of Communication/English and Modern Languages  
Pittsburg State University  
Grubbs Hall 215  
620-235-4724

---

**From:** Andrea Kent <alkent@pittstate.edu>  
**Sent:** Monday, November 27, 2023 8:54 AM  
**To:** Troy Comeau <tcomeau@pittstate.edu>; Doug Younger <dyounger@pittstate.edu>; Andrew Klenke <aklenke@pittstate.edu>  
**Subject:** Using COMM416 as a support course

Dr. Comeau,

I am writing as chair of the Graphic Communications curriculum committee. We would like to request approval to list COMM416 – Social Influence and Persuasion as a support course option for our Photography/Videography Emphasis students. Currently our students have to take 6 hours of support course hours from a list of 4 classes. We are wanting to increase those options as well as offer support courses that also meet upper division credit hour requirements. Please let me know if this is acceptable or if you have any further questions. Thank you.



**Andrea Kent (she, her, hers)**  
Associate Professor | Graphic Communications  
Pittsburg State University  
alkent@pittstate.edu  
620-235-4555



**Subject:** Re: Use MKTG460 as a support course  
**Date:** Monday, December 4, 2023 at 12:29:56 PM Central Standard Time  
**From:** Lynn Murray  
**To:** Andrea Kent  
**Attachments:** image001.png

Hi, Andrea! I visited with the program coordinator and we are good to go with this. I'd also suggest our Branding and Content Management MKTG 490 course as an option:

An overview of marketing and promotional strategies related to branding and content marketing. Topics include the fundamentals of branding, the development and evolution of a brand, brand positioning, and the creation of an effective content marketing strategy. Pre-requisite: MKTG 330 Principles of Marketing.

---

**From:** Andrea Kent <alkent@pittstate.edu>  
**Sent:** Monday, December 4, 2023 8:36 AM  
**To:** Lynn Murray <lmurray@pittstate.edu>; Doug Younger <dyounger@pittstate.edu>; Andrew Klenke <aklenke@pittstate.edu>  
**Subject:** Re: Use MKTG460 as a support course

Dr. Murray,

Good morning. I haven't heard back from you so I just thought I would follow up on the below request. If you have any questions or need any further information to make your decision, please let me know. Thank you again for your consideration.

Andrea

**From:** Andrea Kent <alkent@pittstate.edu>  
**Date:** Monday, November 27, 2023 at 8:55 AM  
**To:** Lynn Murray <lmurray@pittstate.edu>, Doug Younger <dyounger@pittstate.edu>, Andrew Klenke <aklenke@pittstate.edu>  
**Subject:** Use MKTG460 as a support course

Dr. Murray,

I am writing as chair of the Graphic Communications curriculum committee. We would like to request approval to list MKTG460 – Social Media Marketing as a support course option for our Photography/Videography Emphasis students. Currently our students have to take 6 hours of support course hours from a list of 4 classes. We are wanting to increase those options as well as offer support courses that also meet upper division credit hour requirements. Please let me know if this is acceptable or if you have any further questions. Thank you.



**Andrea Kent (she, her, hers)**  
Associate Professor | Graphic Communications  
Pittsburg State University  
alkent@pittstate.edu  
620-235-4555

---



## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024

Submission Date:

Department: TWL

College: Technology



Contact Person: Byron McKay

Faculty



Revision



Emphasis



If Emphasis, enter name of the Major: Career & Technical Education

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:

Align major requirements to reflect Gen Ed Package.  
Add currently required Pathways courses to Major coursework - PSYCH155  
Add currently required prereqs - GT350  
Remove Courses - GT190, TE551, TE679  
Add Courses - GT210, TWL294  
Remove specialization sequence lists  
Add suggested coursework to complete 120 hours.

2. Rationale for change, including changes to curriculum objectives:

PSYCH155 was already required for all Ed majors as prereq to PSYCH263.  
GT350 is a major course prereq, but was not on course requirements  
GT190 (2cr) has been replaced with GT210 (3cr)  
TE551 is no longer being taught  
TE679 is not currently needed, replace with TWL294 to give students an internship  
Leaving an open "Technical Electives" rather than a list is clearer and better supports the spirit of the requirement

3. Will this change affect any education majors? Yes



***If "yes," this request will need to have the approval of the Council for Teacher Education.***

4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? ***Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.***

No. This only effects CTE TEE majors.

5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? ***Whether a "yes" or "no" response, please provide an explanation.***

No. This only effects CTE TEE majors.

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
**No**
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**   
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
**None**
10. Describe the program assessment plan (for new programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

# CURRICULUM REVISIONS

Title:	Existing	Proposed
<p><b>Curriculum: (Do not include GenEd)</b></p>	<p><b>BS Career &amp; Technical Education: Technology &amp; Engineering Education</b></p> <p>Technology and Engineering Education Content Core (27 hours)            ___ GT-190 Introduction to Technological Systems (2 hours)            ___ GT-191 Foundations of Technology and Engineering (2 hours)            ___ GT-300 Engineering Design and Problem Solving (3 hours)            ___ GT-320 Communication Systems in Technology (3 hours)            ___ GT-330 Engineering Materials and Processes (3 hours)            ___ GT-340 Power/Energy/Transportation Systems (3 hours)            ___ GT-360 Computer Aided Drafting for Automated Manufacturing (3 hours)            ___ GT-370 Construction Systems Technology (2 hours)            ___ GT-380 Manufacturing Enterprise (3 hours)            ___ GT-390 Fundamentals of Robotics and Coding (3 hours)</p> <p>Technology and Engineering Education Professional Core (12 hours)            ___ TE-420 Professional Development (3 hours)            ___ TE-479 Effective Teaching Strategies for Middle and Secondary Laboratory ( ) (3 hours)            ___ TE-496 Organization and Management for Technology and Engineering Education (2 hours)            ___ TE-551 Integrated Technology for Educators (3 hours)            ___ TE-679 Senior Assessment in Technology and Engineering Education (1 hour)</p> <p>Technical Specialization Sequence (9 hours)            See notes *1 Notes *1: Student will need to select one emphasis and complete the 9 hours sequence.            Customized Technical Sequence            See notes *2 Notes *2: Nine hours of coursework related to a technical field from Technology and Engineering Education licensure as identified by KSDE, subject to approval by TWL chair.            Architectural Manufacturing Management and Technology            ___ AMMT-185 Fundamentals of Architectural Manufacturing (3 hours)            ___ AMMT-282 Machine Processes in Architectural Manufacturing (3 hours)            ___ AMMT-226 CAD for Architectural Product Development (3 hours)            or ___ AMMT-383 Computer-Aided Manufacturing (CAM) in Architectural Manufacturing Technology (3 hours)            or ___ AMMT-412 Overlay and Laminate Materials (3 hours)</p> <p>Automotive            ___ AT-210 Brake Systems (3 hours)            ___ AT-211 Steering, Alignment and Suspension (3 hours)            ___ AT-213 Engine Systems (3 hours)</p> <p>Construction            ___ CMCET-133 Construction Graphics (3 hours)            ___ CMCET-235 Methods of Construction-Light Frame and Finishes (2 hours)            ___ CMCET-330 Mechanical Systems (HVAC) (3 hours)            or ___ CMCET-331 Electrical Systems (3 hours)            or ___ CMCET-334 Methods of Construction-Skeleton and Steel (3 hours)            or ___ CMCET-335 Methods of Construction-Concrete and Masonry (3 hours)</p> <p>Digital Media            ___ GIT-231 Audio/Video Software (3 hours)            ___ GIT-310 Photography (3 hours)            ___ GIT-432 Digital Media Design (3 hours)</p> <p>Electronics Engineering            ___ EET-144 D.C. Circuit Analysis Methods (3 hours)            ___ EET-244 Logic Circuits (3 hours)            ___ EET-247 Computer Programming for Electronic Systems (3 hours)</p> <p>Graphic Design            ___ GIT-141 Vector Based Graphics (3 hours)            ___ GIT-142 Raster Graphics Software (3 hours)            ___ GIT-240 Page Layout Software (3 hours)</p> <p>Manufacturing Engineering            ___ MFGET-263 Manufacturing Methods I (2 hours)            and ___ MFGET-268 Manufacturing Methods I Laboratory (1 hour)            ___ MFGET-363 Principles of Tool Design (3 hours)            ___ MFGET-367 Manufacturing Methods II (4 hours)</p> <p>Metals Engineering            ___ MFGET-162 Welding Processes and Procedures (3 hours)            ___ MFGET-567 Principles of Metalcasting (3 hours)            ___ MFGET-568 Metalcasting Processing Laboratory (2 hours)</p> <p>Plastics Engineering            ___ PET-180 General Plastics Laboratory (1 hour)            and ___ PET-185 General Plastics (3 hours)            ___ PET-272 Plastics Processing I Laboratory (1 hour)            and ___ PET-273 Plastics Processing I (3 hours)            ___ PET-281 Plastics Testing Technology (3 hours)</p> <p>Web Design            ___ GIT-221 Web User Experience (3 hours)            ___ GIT-322 Web Site Design (3 hours)            ___ GIT-323 Web and Motion Graphics (3 hours)            or ___ GIT-421 Interactive Media Design (3 hours)</p> <p>Professional Education (17 hours)            ___ EDUC-261 Explorations in Education (3 hours)            ___ PSYCH-263 Developmental Psychology (3 hours)            ___ EDUC-370 Organization and Management of the Middle and Secondary Classroom (2 hours)            ___ PSYCH-357 Educational Psychology (3 hours)            Note: Must be admitted to Teacher Education to enroll.            ___ SPED-510 Overview of Special Education (3 hours)            ___ EDUC-520 Methods and Materials for Academic Literacy (3 hours)            Note: Must be admitted to Teacher Education to enroll.</p> <p>Professional Semester (17 hours)            ___ TE-579 Supervised Student Teaching and Follow-Up of Teachers (2 hours)            ___ EDUC-458 Methods and Curriculum (3 hours)            ___ EDUC-464 Measurement and Evaluation (2 hours)            ___ EDUC-475 Supervised Clinical Experience (9 hours)</p> <p>Total 120 credit hours for a Bachelor of Science degree with a Major in Career and Technical Education, Technology and Engineering Education Emphasis.</p>	<p><b>BS Career &amp; Technical Education: Technology &amp; Engineering Education</b></p> <p>Technology and Engineering Education Content Core (31 hours)            ___ GT-191 Foundations of Technology and Engineering (2 hours)            ___ GT-210 Technology in the World Today (3 hours)            ___ GT-300 Engineering Design and Problem Solving (3 hours)            ___ GT-320 Communication Systems in Technology (3 hours)            ___ GT-330 Engineering Materials and Processes (3 hours)            ___ GT-340 Power/Energy/Transportation Systems (3 hours)            ___ GT-350 Technology and Civilization (3 hours)            ___ GT-360 Computer Aided Drafting for Automated Manufacturing (3 hours)            ___ GT-370 Construction Systems Technology (2 hours)            ___ GT-380 Manufacturing Enterprise (3 hours)            ___ GT-390 Fundamentals of Robotics and Coding (3 hours)</p> <p>Technology and Engineering Education Professional Core (9-10 hours)            ___ TWL-294 Technology Laboratory Internship (1-2 hours)            ___ TE-420 Professional Development (3 hours)            ___ TE-479 Effective Teaching Strategies for Middle and Secondary Laboratory ( ) (3 hours)            ___ TE-496 Organization and Management for Technology and Engineering Education (2 hours)</p> <p>Technical Specialization Sequence (9 hours)            ___ TECH-XXX Technical Elective (3 hours)            ___ TECH-XXX Technical Elective (3 hours)            ___ TECH-XXX Technical Elective (3 hours)</p> <p>Note: Nine hours of coursework related to a technical field from Technology and Engineering Education licensure as identified by KSDE, subject to approval by TWL chair.</p> <p>Professional Education (20 hours)            ___ PSYCH-155 General Psychology (3 hours)            ___ EDUC-261 Explorations in Education (3 hours)            ___ PSYCH-263 Developmental Psychology (3 hours)            ___ EDUC-370 Organization and Management of the Middle and Secondary Classroom (2 hours)            ___ PSYCH-357 Educational Psychology (3 hours)            Note: Must be admitted to Teacher Education to enroll.            ___ SPED-510 Overview of Special Education (3 hours)            ___ EDUC-520 Methods and Materials for Academic Literacy (3 hours)            Note: Must be admitted to Teacher Education to enroll.</p> <p>Professional Semester (16 hours)            ___ TE-579 Supervised Student Teaching and Follow-Up of Teachers (2 hours)            ___ EDUC-458 Methods and Curriculum (3 hours)            ___ EDUC-464 Measurement and Evaluation (2 hours)            ___ EDUC-475 Supervised Clinical Experience (9 hours)</p> <p>Suggested Courses to complete 120 hours (X)  <b>Design</b>            ___ MECET-121 Engineering Graphics I (3)            ___ MECET-226 Engineering Graphics II (3)            ___ MECET-323 Industrial Graphics (3)            ___ CMCET-133 Construction Graphics (3)            ___ IND-110 Interior Design Studio Fundamentals (3)            ___ IND-120 Software Application for Interior Design (2)            ___ GIT-230 Graphic Design Fundamentals (3)            ___ WPM-226 CAD for Wood Product Development (3)            ___ WPM-326 CAD for Wood Product Development II (3)</p> <p>Teacher Preparation            ___ EDTH-330 Technology for Teaching and Learning (3)</p> <p>Total 120 credit hours for a Bachelor of Science degree with a Major in Career and Technical Education, Technology and Engineering Education Emphasis.</p>



## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 12/13/23 Signature, Chairperson: Andrew M. Kille

-Approved: College Curriculum Committee

Date: 01/24/2024 Signature, Committee Chair: Byron McKay

-Approved: Dean of College

Date: 01/24/2024 Signature, Dean: [Signature]

-Approved: Council for Teacher Education (if applicable)

Date: 2/7/24 Signature, Council Chair: [Signature]

-Approved: University Undergraduate Curriculum Committee

Date: 03/08/2024 Signature, Committee Chair: [Signature]

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Departments(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

## Faculty Senate Curriculum Change Form

Effective Date: FALL 2024

Submission Date: 12/11/23

Department: Technology and Workforce  College: Technology

Contact Person: Jon Jones Faculty

**Revision**      **Emphasis**     

If Emphasis, enter name of the Major: Career & Technical Education

***If selection is "Deletion" complete questions 2, 3, 4, & 5, then complete signatures.***

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, Please apply the appropriate signatures, and send to your College Admin.

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

1. Description of Change:  
Adjusting hours to degree due to Gen Ed changes
  
2. Rationale for change, including changes to curriculum objectives:  
We are adjusting the required credit hours within our program area to compliment the new Gen. Ed. package.
  
3. Will this change affect any education majors? No  
*If "yes," this request will need to have the approval of the Council for Teacher Education.*
  
4. Is this **Revision** related to, and/or may affect, any other department/college/unit curricula or programs at PSU? *Whether a "yes" or "no" response, please provide an explanation or documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*  
No
  
5. Is this **Revision** related to, and/or affect, any degree program or minor/emphasis/certificate at any other Regent university? *Whether a "yes" or "no" response, please provide an explanation.*  
No

6. Does the revision meet University catalog definitions for majors, minors, emphases and certificates as appropriate? **Yes**
7. Are additional resources required (e.g. library/multimedia resources, technology, space, major expense, etc.)?  
No
8. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)? **No**  
*If "yes," complete the course fee form on the Provost's website, it will need to gain approval of the President's Council.*
9. What additional costs will be required for revising this curriculum (e.g. staffing, equipment, etc.)?  
NA
10. Describe the program assessment plan (for new programs only):
  - a. Enrollment targets =
  - b. Outcome expected and process to evaluate =
  
  - c. Plan to abandon if enrollment targets not met =

**Questions for certificate only: If you have questions concerning these questions, contact the Financial Aid Office, 4240. If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education approval.**

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? **Select One**

### CURRICULUM REVISIONS

Title:	Existing BSCTE TTED	Proposed BSCTE TTED
<p><b>Curriculum:</b> (Do not include GenEd)</p>	<p>Core Requirements (30 hours)            ___ TTED-201 Occupational Work Experience (3-12 hours)            Note: Must be taken a total of 12 hours.            ___ TTED-401 Occupational Work Experience (3-12 hours)            Note: Must be taken a total of 12 hours.            ___ TTED-694 Foundations of Career and Technical Education (3 hours)            ___ TTED-697 Identification and Instruction of Students with Special Needs (3 hours)            or ___ SPED-510 Overview of Special Education (3 hours)</p> <p>Select 15 hours from:            ___ TTED-193 Workshop for Beginning Career and Technical Education Teachers (3 hours)            ___ EST-293 Introduction to Industrial Safety (3 hours)            ___ EST-296 Introduction to Construction Safety (3 hours)            ___ TTED-308 Laboratory and Shop Safety (3 hours)            ___ TM-390 Trade and Job Analysis (3 hour)            ___ TTED-391 Student Assessment Development in Career and Technical Education (3 hours)            ___ TTED-445 Development of a Unit Study Guide (3 hours)            ___ TM-606 Industrial Supervision (3 hours)            ___ TTED-607 Student Leadership Development in Career and Technical Education (3 hours)            ___ TTED-608 Components of Work-based Learning in Career and Technical Education (3 hours)            ___ TTED-610 Seminar (____) (1-6 hours)            ___ TTED-619 Planning Shop Layout for Career and Technical Education (3 hours)            ___ TTED-695 Using Technology as an Instructional Tool ( ) (3 hours)            ___ TTED-698 Leadership and Professionalism in Career and Technical Education (3 hours)            ___ TTED-731 Adult Learners ( ) (3 hours)            ___ TTED-780 Classroom and Laboratory Management in Career and Technical Education ( ) (3 hours)</p> <p>Professional Education and Support Requirements (15 hours)            ___ PSYCH-263 Developmental Psychology (3 hours)            ___ PSYCH-357 Educational Psychology (3 hours)            ___ TTED-479 Techniques for Teaching Career and Technical Education (3 hours)            ___ TTED-483 Teaching Internship (3-6 hours)</p> <p>Electives (17 hours)</p>	<p>Core Requirements (30 hours)            ___ TTED-201 Occupational Work Experience (3-12 hours)            Note: Must be taken a total of 12 hours.            ___ TTED-401 Occupational Work Experience (3-12 hours)            Note: Must be taken a total of 12 hours.            ___ TTED-694 Foundations of Career and Technical Education (3 hours)            ___ TTED-697 Identification and Instruction of Students with Special Needs (3 hours)            or ___ SPED-510 Overview of Special Education (3 hours)</p> <p>Select 21 hours from:            ___ TTED-193 Workshop for Beginning Career and Technical Education Teachers (3 hours)            ___ EST-293 Introduction to Industrial Safety (3 Hours)            ___ EST-296 Introduction to Construction Safety (3 hours)            ___ TTED-308 Laboratory and Shop Safety (3 hours)            ___ TM-390 Trade and Job Analysis (3 hour)            ___ TTED-391 Student Assessment Development in Career and Technical Education (3 hours)            ___ TTED-445 Development of a Unit Study Guide (3 hours)            ___ TM-606 Industrial Supervision (3 hours)            ___ TTED-607 Student Leadership Development in Career and Technical Education (3 hours)            ___ TTED-608 Components of Work-based Learning in Career and Technical Education (3 hours)            ___ TTED-619 Planning Shop Layout for Career and Technical Education (3 hours)            ___ TTED-695 Using Technology as an Instructional Tool ( ) (3 hours)            ___ TTED-698 Leadership and Professionalism in Career and Technical Education (3 hours)            ___ TTED-731 Adult Learners ( ) (3 hours)            ___ TTED-780 Classroom and Laboratory Management in Career and Technical Education ( ) (3 hours)</p> <p>Professional Education and Support Requirements (18 hours)            ___ PSYCH-155 General Psychology (3 hours)            ___ PSYCH-263 Developmental Psychology (3 hours)            ___ PSYCH-357 Educational Psychology (3 hours)            ___ TTED-479 Techniques for Teaching Career and Technical Education (3 hours)            ___ TTED-483 Teaching Internship (3-6 hours)</p> <p>Electives (17 hours)</p>

## Authorization/Notification Sign-Off Sheet

-Approved: Department Chairperson

Date: 12/13/23 Signature, Chairperson: Andrew M. Kille

-Approved: College Curriculum Committee

Date: 01/26/2024 Signature, Committee Chair: Byron McKay

-Approved: Dean of College

Date: 02/07/24 Signature, Dean: [Signature]

-Approved: Council for Teacher Education (if applicable)

Date: \_\_\_\_\_ Signature, Council Chair: \_\_\_\_\_

-Approved: University Undergraduate Curriculum Committee

Date: \_\_\_\_\_ Signature, Committee Chair: \_\_\_\_\_

-Approved: Faculty Senate

Date: \_\_\_\_\_ Signature, Recorder Faculty Senate: \_\_\_\_\_

Originating Department(s): After completing this form, in its entirety, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.