Pittsburg State University
Faculty Senate Meeting

Date: Monday, December 10, 2018
Time: 3:00 p.m.
Location: Sunflower Room, Overman Student Center

AGENDA

I. **Call to order**

II. **Approval of November 26, 2018 minutes**

III. **Announcements**

    A. **Provost and Vice President of Academic Affairs- Dr. Lynette Olson**

    B. **PSU/KNEA Remarks- Grant Moss**

    C. **Student Senate Remarks- Seth George (Cassandra Ngo giving report)**

    D. **Unclassified Professional Senate Remarks- Lindell Haverstic**

    E. **University Support Staff Remarks- Michael Woodrum**

    F. **Campus Safety and Security Taskforce- Shawn Naccarato, Chief Strategy Officer and Sydney Anselmi, Director of Community Engagement**

    G. **Faculty Senate Report- Clifford Morris**

IV. **Committee Reports**
(Reports from committees will begin with Undergraduate Curriculum committee followed by Academic Affairs)

    A. **Academic Affairs Committee—Chair: Brian Moots**

        • Undergraduate Curriculum Subcommittee—**Chair: Nico Prelogar**

        • Library Services/Learning Resources Subcommittee—**Chair: Chris Childers**

- Online and Distance Learning Committee—**Chair: Liz Mascher**

- Academic Honors Subcommittee—**Chair: Rion Huffman**

- Honors College Subcommittee—**Chair: Rebeca Book**

- Writing Across the Curriculum Subcommittee—**Chair: Alex Binder**

- Diversity and Multicultural Affairs Subcommittee—**Chair: Marc Daczewitz**

B. **Student Faculty Committee—Chair: Barbara McClaskey**

C. **All University Committee—Chair: Trina Larery**

D. **Faculty Affairs Committee—Chair: Tatiana Goris (Andrea Kent-McConnaughey giving report)**

E. **Constitution Committee—Chair: Norman Philipp**

F. **General Education Committee—Chair: Mark Johnson**

G. **Budget Committee—Chair: Cole Shewmake**

All University Committees or Other Appointments
- **Academic Honesty Committee—Chair: Kevin Bracker**

V. **Unfinished Business:**

VI. **New Business:**

VII. **Open Forum:**

VIII. **Adjournment**

Next Faculty Senate Meeting: January 28, 2019 -- 3:00 pm

Faculty Senate - Committee Reports
December 2018

Academic Affairs Committee – Brian Moots, Chair
- No report

Undergraduate Curriculum Committee – Nico Prelogar, Chair
- Courses reviewed by this committee are posted to the Faculty Senate webpage for 10-day viewing.

Library Service Committee – Chris Childers, Chair
- No report

Online and Distance Learning Committee – Liz Mascher, Chair
- No report

Academic Honors Committee - Rion Huffman, Chair
- No report

Honors College Committee – Rebeca Book, Chair
- Minutes from last meeting listed below.

Writing Across the Curriculum Committee – Alex Binder, Chair
- We have had 42 faculty receive the Writing to Learn stipend for Fall semester. The stipend report has been sent to the Provost and all faculty should see that money reflected in their PD accounts or paycheck soon.

Diversity & Multicultural Committee – Marc Daczewitz, Chair
- Did not receive a report

Student-Faculty Committee – Barbara McClaskey, Chair
- No report

All-University Committee – Trina Larery, Chair
- No report

Faculty Affairs Committee – Tatiana Goris, Chair
- No report

Constitution Committee – Norman Philipp, Chair
- No report

General Education – Mark Johnson, Chair
- An update will be given on General Education submission forms.

Budget Committee – Cole Shewmake, Chair
- No report

Academic Honesty – Kevin Bracker, Chair
- No report

Honors College Committee

Report/Minutes:
Committee for Honors College met on Nov. 27th. Introductions of committee members took place. Dr. Fuchs introduced Morgan Henning who will the student help assisting in the Honors College Selection.

Went through the selection timeline. Discussed the Canvas site, scoring, and submission process with some explanation of details.

Next step for committee members is to watch the Canvas Course for Honors College Selection with **Jan. 15th** as the initial posting of candidates. All evaluations must be completed before **4:30PM on Feb. 1rst and sent to honors@pittstate.edu**.

Dr. Fuchs briefly discussed the request for the new course - Honor 100 - and the purpose of creating it. The student will not received credit, but will have a note on their transcript showing the work completed. Other universities are using this method and it is also a way to possibly keep students accountable as well as giving credit for work completed.

Meeting was adjourned before noon.

Pitt State Pathway

(Undergraduate Course Numbers through 699)

Please check only one:

○ Course is **currently** a "General Education" course.

○ Course is listed in the current catalog, but is **NOT** a "General Education" course.

○ New course that is **NOT** listed in the current catalog and has **NOT** been legislated through PSU Faculty Senate and/or KBOR.

A. Submission date: **Click or tap to enter a date.**

B. Department: **Click or tap here to enter text.**

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

D. Name of faculty member on record for the course (may be Coordinating Professor or Chair):
   Click or tap here to enter text.
   (As faculty of record, I verify all sections agree to address the Core or Essential Studies Element and corresponding Learning Outcome as indicated below.)

E. Course prefix: **Click or tap here to enter text.**

F. Course number: **Click or tap here to enter text.**

G. Credit hours: **Choose an item.**

H. Title of course: **Click or tap here to enter text.**
   Is this a change in the title of the course? **Choose an item.**
   (If "Yes," a Revision to Course or New Course form will need to be completed and uploaded to the Preliminary Briefcase and will go through the legislation process.)

I. Will this course require a new course description? **Choose an item.**
   (If "Yes," please insert new course description here. A Revision of Course or New Course form will need to be completed and uploaded to the Preliminary Briefcase and will go through the legislation process.)
   Click or tap here to enter text.

J. Does this course include a co-requisite laboratory course: **Choose an item.**
   If "Yes", please provide the co-requisite course name and number:
   Click or tap here to enter text.

K. Will this course be available on–line: **Choose an item.**
   If "Yes", please provide a detailed explanation: **Click or tap here to enter text.**

L. Semester(s) course will be offered (choose all that apply): **Choose an item.**

M. Prerequisite(s): **Click or tap here to enter text.**

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

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

<u>Select **Only One** Element</u>

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

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

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

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

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

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

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

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

    If "Yes," please select one: **Choose an item.**

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

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

Legislative Process
Authorization and Notification Signatures
(Electronic signatures accepted)

Department Chairperson ....Approved ☐   Not Approved ☐

_____   _____
Department Chairperson Signature   Date

Faculty Senate General Education Committee.....................................Approved ☐   Not Approved ☐

_____   _____
Faculty Senate General Education Chairperson Signature   Date

Faculty Senate..Approved ☐   Not Approved ☐

_____   _____
Faculty Senate Recording Secretary Signature   Date

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

*Originating Department: Please **complete** the entire form, acquire the Chairperson's signature, and email to psupathway@pittstate.edu.

Q1. Requesting Institution/Organization

Pittsburg State University

Q2. Address

1701 South Broadway Street Pittsburg, KS 66762

Q3. Contact Name

Nora Hatton

Q4. Contact Title

Director of Assessment

Q5. Email

nhatton@pittstate.edu

Q6. What do you hope to accomplish by bringing a NILOA Coach to your campus?

We have a new General Education curriculum. We have stated student learning outcomes. We have rubrics, elements, categories, definitions, and core values. We have hopes and dreams. We have a wealth of supplemental information written to capture the collective vision of this revised curriculum. We have a myriad of disparate parts and an accompanying multitude of contrasting opinions. One next step for the Faculty Senate General Education Committee (FSGEC) is to transform all of that into a consistent, cohesive learning experience, which can be assessed for improvement effectively. We hope, with the coach's guidance, to craft an assessment plan that represents achievement (or not) of our outcomes with measurements derived from authentic learning occasions. Though Pitt Pathway and its outcomes were designed with a focus on our students, our faculty—as content experts—are central to a successful implementation. We would value advice from the coach on incorporating best practices for identifying or designing course assignments that are class appropriate and yet produce data that can readily be connected to evaluate attainment program-wide. The construction of an assessment plan framework is a concrete example of what we hope to accomplish. The less tangible result of motivating faculty commitment to active engagement in their roles as defined by that plan would be, at least, equally important.

Q7. Please indicate if your institution is currently involved in any related initiatives (Select all that apply):

- ☑ Revision of General Education
- ☑ Revision of program review
- ☐ Review of institutional learning goals
- ☑ Using VALUE Rubrics
- ☐ Moving towards Competency-Based Education programs
- ☑ Revising assessment processes
- ☑ Curriculum mapping
- ☑ Facilitating faculty work on the design of assignments
- ☐ Developing Comprehensive Learner Records (e.g. co-curricular transcripts)
- ☑ Other | Quality Matters alignment for distance learning

Q8. Please indicate the level of stakeholder engagement for each group.

	Very engaged	Somewhat engaged	Not engaged	Would like to engage
Cross-campus committees	●	○	○	○
Faculty	○	●	○	○
Administration	○	●	○	○
Students or alumni	○	○	●	○
Employers	○	○	●	○

Q9. Please answer the questions below based on your current needs and groups you are hoping to engage with a NILOA Coach.

Q10. Please indicate progress on the following

	Not yet begun	In progress	Need Assistance
Defining learning outcomes	○	●	○
Mapping curriculum pathways	●	○	○
Developing/working on assignments in relation to learning outcomes	●	○	○
Working on a plan for assessing and documenting learning outcomes	●	○	○
Implementing a plan for assessing and documenting learning outcomes	●	○	○

Q15. Which of the following assessment approaches and tools are you currently using to assess learning outcomes? (Select all the apply.)

- ☑ Classroom-based performance assessments such as simulations, comprehensive exams, critiques, etc.
- ☑ Portfolios
- ☑ Capstone projects, courses, or experiences
- ☑ Rubrics (published or locally-developed)
- ☑ Employer surveys, focus groups, or interviews
- ☑ Alumni surveys, focus groups, or interviews
- ☑ Externally situated performance assessments such as internships or other community-based projects
- ☑ General knowledge and skills measures (CLA, CAAP, ETSPP, etc.)
- ☑ Student surveys
- ☐ Others [_____]

Q16. Who or what office has primary responsibility for implementation of improvement efforts?

> Shared governance is a strength at PSU. Decision making authority over the curriculum rests with Faculty Senate. Academic administration provides guidance. The Faculty Senate General Education Committee (FSGEC) provides hands-on leadership, specifically in the areas of designating GE courses, planning an appropriate assessment model, and peer review of aggregated data. The FSGEC reports directly to the Faculty Senate. The Director of Assessment offers expertise relating to the assessment process as well as supporting implementation by managing the day-to-day activities.

Q17. From the past 1 - 2 years, what are you most proud of from your work?

> The FSGEC implemented a broad sweeping "baseline" capture of feedback representing more than 90% of Gen Ed courses designated as meeting one of the 78 objectives stated in the learning outcome of "Function responsibly in the world." This effort included nearly 50 faculty voluntarily submitting a report that was then peer reviewed using an agreed upon checklist. All of this work represented Goal 3 of our former General Education curriculum. Goals 1 and 2 were reported on by designated faculty members. This committee then conducted the first ever curriculum-wide evaluation of achievement of the three goals and shared the collective findings with the Faculty Senate, academic administration, and faculty and chairs representing the primary content areas. This work took nearly 3 years, building a wider circle of participation each year. Reflecting on where we were was beneficial in determining where we would like to go from there.

Q18. What concerns or challenges have you encountered? How and to what extent have they been addressed?

The newly adopted General Education curriculum represents a considerable shift of focus from a strictly distribution model to one that has an Outcomes emphasis. Though Faculty Senate voted unanimously in favor of the shift, there is an understandable concern regarding what this might mean for the classroom experience. The FSGEC, the core faculty leadership who crafted Pitt State Pathway, and an extended group of faculty and academic staff who served on a rubric development task force continue to champion the value of concentrating learning experiences around answering the question posed in 2015 when the process began—What does a Gorilla need to know? Yet, the challenge of supporting faculty in applying that shift toward Outcomes achievement rather than course completion, the real "rubber meets the road" moment, seems daunting. Knowing they may not agree with our answers to What does a Gorilla need to know, how do we support faculty individually examine how they can use their course content to foster learning of these Outcomes? Knowing they may not value assessment as benefiting teaching and learning, how do we support faculty collectively examine how and where this learning is or is not taking place?

Q19. What impact have you seen on faculty, the university, and students from your involvement in these activities?

We are at the very beginning of this work. We can envision this work will influence student understanding of and valuation for the elements we have defined as primary to a liberal arts education. That they will see how these concepts integrate with each other, vitalize learning within their major, and transfer beyond their current applications. We can envision this work will resonate throughout the university, connecting to top-quality implementation of high impact practices. We can envision this work will energize faculty teaching Gen Ed classes to see this as an opportunity to infuse their content with greater relevance and rigor. For faculty not teaching Pathway classes, to concede the importance of the general education curriculum as enriching our student experience. Worth noting again that we are at the very beginning of this work.

Q20. Anticipated role for the NILOA Coach (Select all that apply):

☑ Facilitate a workshop on curriculum mapping with faculty and staff

☑ Coordinate a department meeting on assignment design

☐ Meet with groups of interested faculty, staff, and others on reviewing institutional learning outcomes

☑ Meet with standing ad hoc committees (e.g. strategic planning, curriculum, self-study for program review and/or accreditation, general education)

☑ Meet with campus senior leadership team

☑ Facilitate a workshop on student learning outcomes and assessment

☐ Review institutional assessment process/plan

☑ Other | Facilitate discussion of assessment relative to an outcomes-based general education curriculum

Q25. Potential audience size:

50 to 100 participants throughout the day. We may hope for more but, this seems a realistic number. And, if we can build excitement coupled with understanding among 50 to 100 faculty and staff connected to the Pitt Pathway, we can then anticipate significant progress in developing and implementing Gen Ed assessment over the next year or two.

Q21. What do you plan to do to advance your work after the Coach visit?

For the FSGEC, build on the day's feedback to construct a solid assessment plan for Pitt State Pathway. For the Gen Ed faculty, use elements from the workshops/discussion to reflect on their own courses and how they might best be refined to promote student learning as described in the adopted rubrics. For the Director of Assessment, develop concrete training materials, map out a realistic data collection cycle, and identify a core group of faculty to serve as peer consultants.

Q22. Please indicate a preferred date for the Coach visit, if known at this time.

Early October 2019.

Q23. Please attach a short, one paragraph statement from the chief academic officer or designee about your institution's interest in and expected benefits from working with a NILOA Coach.

Bringing a NILOA coach to campus to support our efforts to create a strong model for assessing the Pitt State Pathway general education program is an exciting opportunity. From an administrative perspective, it reinforces that assessment has a beneficial role in the way we view teaching and learning. The presence of an experienced leader in outcomes assessment should prove to be a constructive and motivational boon to our campus.

Q24. Please provide links to any supporting information or if you have additional details that you would like us to know about, include them here.

Copy of Pitt State Pathway general education curriculum as of 11.13.18: https://zimbra.pittstate.edu/service/home/~/?auth=co&loc=en_US&id=108388&part=2

Location Data

Location: (37.395095825195, -94.710502624512)

Source: GeoIP Estimation

Request for New Minor/Emphasis/Certificate

Proposal for a New: ☐ Minor   ☒ Emphasis   ☐ Certificate

Department: Biology   **College:** Arts and Sciences

Submission Date: _____   Effective: Fall, 2019
                                                                                            (Year)

Contact Person: Phillip Harries ☒ Faculty member ☐ Chair

Title of Proposed Minor/Emphasis /Certificate: Pre-Physician Assistant (PA)

Purpose/Justification for Minor/Emphasis/Certificate: The Biology department has offered a pre-med emphasis for many years that is specifically designed for students intending to apply to medical schools offering MD or DO degrees. In recent years we have seen an increasing number of Biology majors interested in obtaining a Physician Assistant (PA) degree after graduation. Although we have been successfully placing our majors in PA programs for a number of years (6 students in 2018; Over a dozen in the last 6 years) we believe that the addition of a formal emphasis tailored to the unique prerequisites for PA programs would further enhance student success and likely attract additional students to Pittsburg State University's Biology Department.

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?
☐ Yes   ☒ No

Whether a "yes" or "no" response, please provide an explanation.
Other Regent's institutions offer Pre-Physician Assistant programs or emphases for undergraduates (ex. KU, K-State, Emporia State). Our program introduces a similar option for students at Pittsburg State University.

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?
☐ Yes   ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
No other departments currently offer a pre-PA emphasis and given the large number of Biology majors with a pre-med emphasis it would make sense for this program to be housed in the Biology Department.

Please complete the Kansas Board of Regent forms located at http://www.kansasregents.org/academic_affairs/new_program_approval and list the proposed curriculum for the minor/emphasis/concentration, in section 3 (III) of the forms. Please input the proposed curriculum **as you wish it to appear in the next catalog.** If you have any questions about the KBOR forms, please contact the Provost's administrative officer at x4113.

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   <u>None</u>

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

   Please give the rationale for additional student fees:
   <u>   </u>

3. Will this minor/emphasis/certificate have specific General Education courses required?
   ☒ Yes ☐ No
   Please realize that it will need to gain approval of the General Education Committee.

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

5. What additional costs will be required for this minor/emphasis/certificate (e.g. staffing, equipment, etc.)?
   <u>None</u>

Additional Questions for certificate only:

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines?
   (minimum of 24 hours) ☐ Yes ☐ No

2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? ☐ Yes ☐ No

   If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Financial Assistance to initiate Department of Education approval.

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

☑ **Approved: Department Chairperson**
Date *10-2-18* Signature, Department Chairperson _Virginia Rider_

☑ **Approved: College Curriculum Committee**
Date *11/5/18* Signature, College Curriculum Committee Chair _M Bonnalto jr_

☑ **Approved: Dean of College**
Date *11/5/18* Signature, Dean _M Bonnalto jr_

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

☐ **Approved: Council for Teacher Education (if applicable)**
Date _____ Signature, Council for Teacher Education Chair _____

☑ **Approved: Faculty Senate University Undergraduate Curriculum Committee**
Date *11-30* Signature, Undergraduate Curriculum Committee Chair _____

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

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

Approval at Kansas Board of Regents level:

☐ **COCAO**   Date: _____

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

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

Following Faculty Senate Approval, SUBMIT SIGN-OFF SHEET AND *FINAL* COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL) FOR FORWARDING TO THE KANSAS BOARD OF REGENTS FOR BOARD APPROVAL.

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

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

Kansas Board of Regents

APPLICATION FOR APPROVAL
OF MINOR/CONCENTRATION

Pittsburg State University

(NAME OF INSTITUTION)

1701 S. Broadway, Pittsburg, KS 66762

(ADDRESS)

620-235-4732

(TELEPHONE)

Concentration or Major:

Pre-Physician Assistant (PA)

(Title and CIP)

__X__ New
_____ Derived from Existing Program

(DATE SUBMITTED)

**(Signature of Vice-President
/or Provost**

PROPOSAL FOR MINOR/CONCENTRATION
Kansas Board of Regents

Submitted by Department of Biology

College of Arts and Sciences

Division of Academic Affairs

I.   Indicate major in which concentration will be located:

Biology

II.   Give the name and describe the purpose of the proposed concentration:

Name: Pre- Physician Assistant (PA)

Description of Purpose: The Biology department has offered a pre-med emphasis for many years that is specifically designed for students intending to apply to medical schools offering MD or DO degrees. In recent years we have seen an increasing number of Biology majors interested in obtaining a Physician Assistant (PA) degree after graduation. Although we have been successfully placing our majors in PA programs for a number of years (6 students in 2018; Over a dozen in the last 6 years) we believe that the addition of a formal emphasis tailored to the unique prerequisites for PA programs would further enhance student success and likely attract additional students to Pittsburg State University's Biology Department

III.   Provide curriculum for the major and indicate courses required for each concentration:

GENERAL EDUCATION REQUIREMENTS* (38-43 hours)

Basic Skills** (12-13 hours)
Science*** (0 hours)
Social Studies (3 hours)
Political Studies (3 hours)
Producing and Consuming (5-6 hours)
Fine Arts and Aesthetic Studies (2-3 hours)
Cultural Studies (3 hours)
Health and Well Being**** (4-6 hours)
Human Heritage (6 hours)
*General Education courses must meet the requirements approved by the General Education Committee or approved substitutes.
**MATH 143- Elementary Statistics required for emphasis
***The General Education science requirements are satisfied by coursework in the biology curricula.
****PSYCH 155- General Psychology required for emphasis

PROGRAM REQUIREMENTS

A. Biology Requirements (37 hours)
BIOL 211 Principles of Biology I (4 hours)
BIOL 212 Principles of Biology II (4 hours)
BIOL 311 Cell Biology (3 hours)
BIOL 322/323 Genetics/Laboratory (5 hours)
BIOL 330 Principles of Ecology (3 hours)
BIOL 371/372 General Microbiology/Laboratory (5 hours
BIOL 410 Biomedical Terminology (2 hours)
BIOL 656/657 Human Physiology/Laboratory (5 hours)
BIOL 660 Human Anatomy and Dissection (5 hours)
BIOL 699 Senior Seminar and Assessment (1 hours)

B. Biology Electives (suggested courses follow) (8 hours)
BIOL 257/258 Anatomy and Physiology/Laboratory (5)
BIOL 570 Pathogenic Bacteriology/Laboratory (5)
BIOL 572 General Virology (3)
BIOL 605 Bioethics (3)
BIOL 650 Developmental Biology (3)
BIOL 653 Biology of Cancer (3)
BIOL 671 Immunology (3)
Other electives approved by advisor

C. Required from Chemistry or Physics (20-23 hours)
CHEM 215/216 General Chemistry I/Laboratory (5)
CHEM 225/226 General Chemistry II/Laboratory (5)
Choose from: CHEM 475 Introduction to Biochemistry (3) or CHEM 575 Biochemistry I (3) (lab optional)
Choose from: CHEM 320/326 Intro to Organic Chemistry/Laboratory (5) or Chem 325/326 Organic Chemistry I/Laboratory (5) and Chem 335/336 Organic Chemistry II/Laboratory (5)
Choose additional hours from Physics to make 20 hours needed for Physical Science minor if Chemistry hours are less than 20 for the Chemistry minor.

D. Required from Other Departments (6 hours)
MATH 143 Elementary Statistics (3 hours not counted here, included in General Education)
PSYCH 155 General Psychology (3 hours not counted here, included in General Education)
PSYCH 263 Developmental Psychology (3 hours)
PSYCH 571 Abnormal Psychology (3 hours)

E. Other Electives to meet 120 hours (3-12 hours)

NOTE: This curriculum will meet the requirements at University of Missouri Kansas City, Missouri State, St. Louis University, University of Oklahoma (OKC), Union College, University of Nebraska, Harding University, University of Arkansas (Little Rock) and University of Colorado for admission to the Physician Assistant Program. See specific University websites for detailed course requirements.

Wichita State University strongly recommends courses in Pharmacology (either Biol 602 Pharmacology or NURS 442 Pharmacology in Nursing), Pathophysiology (either Biol 602 Pathophysiology or NURS 390 Pathophysiologic Basis of Nursing), and Anatomy and Physiology (Biol 257/258).

Note: By Board of Regents definition concentrations are established within existing programs and are:

1. 24 hours or less at the undergraduate level
2. 12 hours or less at the master's level
3. 18 hours or less at the doctoral level

IV. Faculty resources:

A. Number of FTE faculty who teach in the major, including all concentrations:
15

B. Rank of faculty:
Instr.1; Asst. Prof. 4; Assoc. Prof. 5; Prof. 5; GTAs: 4

C. Preparation of faculty;
Indicate level of degrees: Bach. 0 Masters 0; Doctors 15

D. Explain other instructional responsibilities of faculty. (e.g. list service courses in school or for other schools/majors):

Re: Item for General Education Cmte

From : Mark <mjohnson@pittstate.edu>	Mon, Nov 12, 2018 12:27 PM
Subject : Re: Item for General Education Cmte	📎1 attachment
To : Jeanine Van Becelaere <jvanbecelaere@pittstate.edu>	
Cc : Phillip Harries <pharries@pittstate.edu>, Joe Arruda <jarruda@pittstate.edu>, Edith Ramage <eramage@pittstate.edu>	

After reviewing the submission for the new emphasis in Pre Physician Assistant, I am forwarding the document on to the Undergraduate Curriculum Committee without any action by the General Education Committee. At this time, there are no courses yet identified as Gen Ed, and the Gen Ed listings provided in their packet no longer exists. My suggestion is that the Undergraduate Curriculum Committee move the package forward with the understanding that once the Gen Ed Courses are submitted and approved according to the Pitt Pathways package, we will work with Biology to make sure the program is aligned with the most recent Gen Ed Curriculum.

Let me know if you have questions or concerns,

Mark

Dr. Mark L. Johnson

University Professor, Technology and Workforce Learning

Pittsburg State University

Kansas Technology Center, S208

Pittsburg, KS 66762

620-235-4628

From: "Edith Ramage" <eramage@pittstate.edu>
To: "mjohnson" <mjohnson@pittstate.edu>
Cc: "Jeanine Van Becelaere" <jvanbecelaere@pittstate.edu>, "Phillip Harries" <pharries@pittstate.edu>, "Joe Arruda" <jarruda@pittstate.edu>
Sent: Tuesday, November 6, 2018 2:16:16 PM
Subject: Item for General Education Cmte

The attached legislation, creation of a new emphasis in the Biology Dept, Pre-Physician Assistant, needs approval of the General Education Cmte. It was approved by the Arts & Sciences Curriculum Cmte on Monday, Nov 5.

Thank you,
Edith

Edith Ramage
Adm Officer
College of Arts & Sciences

📄 **Create new emphasis Pre-Physician Assistant.pdf**
470 KB

Request for Revision to Curriculum

Revision for: ☒ Major   ☐ Minor   ☐ Emphasis   ☐ Certificate

Department: <u>Psychology and Counseling</u>   College: <u>Education</u>

Submission Date: <u>September 28, 2018</u>   Revision Effective: Fall, <u>2019</u>
(Year)

Contact Person: <u>Dr. Julie Allison</u>☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: <u>B.S. Psychology (Psychology and the Military concentration)</u>

If proposing a name change to major or minor/emphasis/certificate, indicate Proposed Name Change:
<u>N/A</u>

Description of Change: <u>The proposed changes to the curriculum are intended to add flexibility to the current requirements, which is currently 27 hours of specific courses. The proposed curriculum includes 9 hours of required coursework, and 15 hours of courses selected from a broader range of relevant courses in psychology, history, political science, and military science.</u>

Rationale for Change (include changes to curriculum objectives): <u>This curriculum was originally designed to provide relevant knowledge for those intending to pursue a career working as a practitioner with active duty military and veterans. Since the concentration in Psychology and the Military was instituted, it has become clear that students choose this concentration for diverse reasons related to both their interests and career goals. In an attempt to accommodate this diversity, create more curricular flexibility, and ultimately benefit students interested in this concentration, changes in this curriculum are proposed.</u>

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
☐ Yes   ☒ No

Whether a "yes" or "no" response, please provide an explanation.
<u>These proposed changes should not impact other programs or curricula. Classes required in the current curriculum will continue to be offered.</u>

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

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

Existing Major or Minor/Emphasis/Certificate
Copy and paste the existing curriculum **as it currently appears** in the online catalog:

Area of Concentration (Replaces Requirements for a Minor
Option VI: Psychology and the Military (27 hours)
NURS 265: Health Promotion and Disease Prevention (2 hours)
PSYCH 430: Positive Psychology (3 hours)
PSYCH 505: Power-based Violence (3 hours)

PSYCH 605: Psychology and the Military (3 hours)
PSYCH 705: Human Service Skills (3 hours)
PSYCH 749: Crisis Management and Treatment (1 hour)
PSYCH 701: Ethics in Human Services (3 hours)
PSYCH 711: Addictions (3 hours)
PSYCH 741: Introduction to Behavior Analysis (3 hours)
PSYCH 736: Psychology of Family Development (3 hours)
   OR PSYCH 774: Families and Addictions (3 hours)

Proposed Major or Minor/Emphasis/Certificate:

List below, the proposed curriculum **as you wish it to appear** in the online catalog:

Area of Concentration (Replaces Requirements for a Minor
Option VI: Psychology and the Military (24 hours)

REQUIRED COURSES (9 HOURS)
PSYCH 362: Death and Dying (3 hours)
PSYCH 605: Psychology and the Military (3 hours)
PSYCH 705: Human Service Skills (3 hours)

RESTRICTED PSYCHOLOGY COURSES (9-15 HOURS):
PSYCH 430: Positive Psychology (3 hours)
PSYCH 505: Power-Based Violence (3 hours)
PSYCH 616: Introduction to Group Processes (3 hours)
PSYCH 701: Ethics in Human Services (3 hours)
PSYCH 711: Addictions I (3 hours)
PSYCH 727: Pharmacology and Substance Abuse (3 hours)
PSYCH 736: Psychology of Family Development (3 hours)
PSYCH 748: Human Sexuality (3 hours)
PSYCH 774: Family and Addictions (3 hours)
PSYCH 741: Introduction to Behavior Analysis (3 hours)

UP TO 6 HOURS FROM THE FOLLOWING COURSES
HIST 501: Special Topics (1-3 hours)
HIST 507: Modern Africa* (3 hours)
HIST 510: Modern Middle East* (3 hours)
HIST 547: Radical Islam* (3 hours)
HIST 626: U.S., Iraq, and Afghanistan* (3 hours)
HIST 674: American Military Experience, 1898 to Present** (3 hours)
POLS 530: International Relations (3 hours)
POLS 587: U.S. Foreign Policy**** (3 hours)
MIL 100: Military Science I (1 hour)
MIL 102: Military Science I (1 hour)
MIL 103: Military Science I Laboratory*** (1 hour)

*Pre-requisite: HIST 102: World History from 1500
**Pre-requisite: HIST 202: American History from 1865 or permission of instructor
***Requires concurrent enrollment in MIL 100 or MIL 102: Military Science I
**** Pre-requisite: POLS 101: U.S. Politics or permission of instru

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   <u>None</u>

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

   Please give the rationale for additional student fees:

   <u>   </u>

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

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

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   <u>None</u>

Additional Questions for certificate only:

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? (minimum of 24 hours) ☐ Yes ☐ No

2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? ☐ Yes ☐ No

   If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Financial Assistance to initiate Department of Education approval.

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

☑ Approved: Department Chairperson
Date 09-27-18 Signature, Department Chairperson _____

☒ Approved: College Curriculum Committee
Date 11/6/18 Signature, College Curriculum Committee Chair _____

☒ Approved: Dean of College
Date 11/6/18 Signature, Dean _____

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

☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-30 Signature, Undergraduate Curriculum Committee Chair _____

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

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

Notification to COCAO/Kansas Board of Regents (if required):   Date: _____

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.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, *"Undergraduate Curriculum Legislation" (*within the appropriate College folder, *"Preliminary Legislation"),* to allow for review and questions. Any modifications should be saved as *"original file name.version2.docx"* and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND *FINAL* COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost's administrative officer at x4113 if unsure.

Please Note: This is at least a 2-3 month process from the time of first submission and is designed to eliminate concerns and questions at the beginning of the process. Any questions/concerns not addressed prior to the review by the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process, before it is sent (if required) to the Kansas Board of Regents, which may result in a delay in implementation.

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: <u>TCHL</u>   College: <u>Education</u>   Submission Date: <u>08/29/18</u>

Contact Person: <u>Tracy Rampy</u>   ☒ Faculty member ☐ Chair

Revision Effective: <u>Spring/2019</u> (Semester/Year)

Offered: (check all that apply)
☒ Fall
☒ Spring
☒ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☐ Yes   ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
<u>This is a course name change only.</u>

Purpose/Justification for Revision to Course: <u>Name change is necessary to reflect current course description, objectives and relevance in today's educational and professional settings.</u>

Existing Course:
Course Number: <u>EDTH330</u>

Title of Course: <u>Technology for the Classroom</u>

Credit Hours: <u>3</u>

Prerequisite: <u>None</u>

Course Description (**as it appears in the current catalog**): <u>This course is designed to introduce students to educational technology, current research on critical issues and trends within the field, and how to effectively integrate educational technology into the P-12 classroom and curriculum. Students will explore and demonstrate how educational technology can enhance personal and professional productivity and support teaching and learning in a 21st Century learning environment. This course meets a General Education elective requirement for all students.</u>

Proposed Course:

Course Number: <u>EDTH330</u>

Title of Course: **<u>Technology for Teaching and Learning</u>**

Credit Hours: <u>3</u>

Prerequisite: <u>None</u>

Course Description (**as it will appear in the next catalog**): <u>This course is designed to introduce students to educational technology, current research on critical issues and trends within the field, and how to effectively integrate educational technology into the P-12 classroom and curriculum. Students will explore and demonstrate how educational technology can enhance personal and professional productivity and support teaching and learning in a 21st Century learning environment. This course meets a General Education elective requirement for all students.</u>

Additional Questions

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

    If "yes," please indicate the University's General Education Goals met by this course AND the assessment data that will be collected to measure these goals: **Current general education elective - Name change only.**

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

2. Will this course be required of any education majors? x Yes   ☐ No
    If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

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

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

☒ Approved: Department Chairperson
Date 8/29/18 Signature, Department Chairperson _Alicia C. Pagehorn_

☒ Approved: College Curriculum Committee
Date 11/6/18 Signature, College Curriculum Committee Chair _J. Truelove_

☒ Approved: Dean of College
Date 11/6/18 Signature, Dean _J. Truelove_

☒ Approved: General Education Committee (if applicable)
Date 11/12/18 Signature, General Education Committee Chair _Mark L. Johnson_

☒ Approved: Council for Teacher Education (if applicable)
Date 11/7/18 Signature, Council for Teacher Education Chair _J. Truelove_

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-30 Signature, Undergraduate Curriculum Committee Chair _____

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

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

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

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

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

Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: AT   College: COT   Submission Date: 9-7-2018

Contact Person: Tim Dell   ☒ Faculty member ☐ Chair

Revision Effective: Fall 2019 (Semester/Year)

Offered: (check all that apply)
☒ Fall
☐ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☐ Yes ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
Only students in the Department of Automotive Technology are affected by this change.

Purpose/Justification for Revision to Course: AT 640 Off Highway is listed as a prerequisite, but that course is no longer offered. Therefore we need to drop the AT 640 prerequisite and also revise the name of the course. In addition, we need to begin tailoring our courses for a future diesel major that will align with AED accreditation, therefore the course description has also changed.

Existing Course:
Course Number: AT 654

Title of Course: Advanced Hydraulic Systems/Off Highway Systems Lab

Credit Hours: 3

Prerequisite: AT 416 Fluid Power and AT 640 Off Highway Systems

Course Description (**as it appears in the current catalog**): Principles of operation and troubleshooting principles are taught for advanced hydraulic systems that include hydrostatic transmissions, load sensing hydraulic systems, and hydraulic steering systems. Overhauling techniques and system testing procedures are practiced on off-highway powertrain and hydraulic systems.

Proposed Course:
Course Number: AT 654

Title of Course: Advanced Hydraulic Systems

Credit Hours: 3

Prerequisite: AT 416 Fluid Power

Course Description (**as it will appear in the next catalog**): Principles of operation and troubleshooting principles are taught for advanced hydraulic systems and hydrostatic transmission. Content includes hydrostatic transmissions, open center systems, pressure compensated systems, pre- and post-spool load sensing systems, negative flow control systems, positive flow control systems, and hydraulic steering systems. Overhauling techniques and system testing procedures are practiced on hydraulic systems and hydrostatic systems.

Additional Questions

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

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

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

2. Will this course be required of any education majors? ☐ Yes ☒ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
   <u>None</u>

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

☒   Approved: Department Chairperson
     Date 9-12-18 Signature, Department Chairperson _____

☒   Approved: College Curriculum Committee
     Date 10.22.18   Signature, College Curriculum Committee Chair _____

☒   Approved: Dean of College
     Date 10.22.18   Signature, Dean _____

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

☐   Approved: Council for Teacher Education (if applicable)
     Date _____ Signature, Council for Teacher Education Chair _____

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

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

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

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

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

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

Please complete the Kansas Board of Regent forms located at http://www.kansasregents.org/academic_affairs/new_program_approval and list the proposed curriculum for the minor/emphasis/concentration, in section 3 (III) of the forms. Please input the proposed curriculum **as you wish it to appear in the next catalog**. If you have any questions about the KBOR forms, please contact the Provost's administrative officer at x4113.

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   <u>No</u>

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

   Please give the rationale for additional student fees:

   ____

3. Will this minor/emphasis/certificate have specific General Education courses required?
   ☐ Yes   ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

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

5. What additional costs will be required for this minor/emphasis/certificate (e.g. staffing, equipment, etc.)?
   <u>None</u>

Additional Questions for certificate only:

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines?
   (minimum of 24 hours) ☐ Yes ☐ No

2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? ☐ Yes ☐ No

   If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Financial Assistance to initiate Department of Education approval.

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

☒ Approved: Department Chairperson
Date /0-7-/8 Signature, Department Chairperson _____

☒ Approved: College Curriculum Committee
Date 10.22.18 Signature, College Curriculum Committee Chair _____

☒ Approved: Dean of College
Date 10.22.18 Signature, Dean _____

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

☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____

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

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

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

Approval at Kansas Board of Regents level:

☐ COCAO   Date: _____

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

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

<u>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.</u>

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

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

Support for Transportation Management Emphasis

From : Eric Harris <eharris@pittstate.edu>

Wed, Nov 28, 2018 12:29 PM

Subject : Support for Transportation Management Emphasis

To : Nico Prelogar <nprelogar@pittstate.edu>, Chris Fogliasso <cfogliasso@pittstate.edu>

Cc : John Thompson <jthompso@pittstate.edu>

Nico -

In regards to our conversation today, I support your proposed Transportation Management emphasis for your BAS degree. We will be happy to accommodate any students necessary in the Kelce courses that will be offered online.

Thanks
Eric

Eric G. Harris, Ph.D.
Associate Dean for the Undergraduate School
& Chair of the Faculty
Professor of Marketing/Esch Family Fellow
Editor-in-Chief, Journal of Managerial Issues
Kelce College of Business
Pittsburg State University

January 29, 2018

Kansas Board of Regents

**APPLICATION FOR APPROVAL
OF MINOR/CONCENTRATION**

Pittsburg State University
_____

(NAME OF INSTITUTION)

1701 S Broadway, Pittsburg, KS, 66762
_____

(ADDRESS)

620-235-6189
_____

(TELEPHONE)

Concentration or Major:

Bachelors of Applied Science in Automotive Technology with an emphasis in Transportation
Management
_____

(Title and CIP)

_____ New
 X Derived from Existing Program

_____

(DATE SUBMITTED)

_____

**(Signature of Vice-President
/or Provost**

PROPOSAL FOR MINOR/CONCENTRATION
Kansas Board of Regents

Submitted by __Nico Prelogar__

College of __Technology__

Division of __Automotive Technology__

I. Indicate major in which concentration will be located:

__Automotive Technology__

II. Give the name and describe the purpose of the proposed concentration:

Name:_Transportation Management_

Description of Purpose:_ The emphasis in Transportation Management is intended to accommodate distance learners with an associate's degree in automotive technology who are seeking to complete a bachelor's degree. This new emphasis will be offered online._____
A copy of how this emphasis may appear in the university course catalog as integrated into the BAS program is on page 4 and 5 of this document._____

(Use other sheets as needed)

III. Provide curriculum for the major and indicate courses required for each concentration:

Name of Major

	Course Name & Number	Credit Hours
Core Courses:	_____	_____
	_____	_____
	_____	_____
	_____	_____
Electives:	_____	_____
	_____	_____
	_____	_____
Research:	_____	_____
	_____	_____

	Course Name & Number	Credit Hours
Practica:		
	Total:	

Transportation Management
(Name of Concentration)

	Course Name & Number	Credit Hours
Concentration:	AT 580: Dealership Service Ops.	3
	And 9 credit hours from the following	
	AT 687: Corp. Sales, Serv., & Parts Mgmt.	3
	TM 606: Industrial Supervision	3
	TM 500: Industrial Org. and Tech. Mgmt.	3
	EST 393: Intro to Industrial Safety	3
	EST 512: Risk Analysis	3
	HRD 753: Workforce Development	3
	Total:	12

Note: By Board of Regents definition concentrations are established within existing programs and are:

1. 24 hours or less at the undergraduate level
2. 12 hours or less at the master's level
3. 18 hours or less at the doctoral level

IV. Faculty resources:

A. Number of FTE faculty who teach in the major, including all concentrations:
8

B. Rank of faculty:
Instr. 1 ; Asst. Prof. 3 ; Assoc. Prof. 4 ; Prof. 0 ;
GTAs 0 .

C. Preparation of faculty;
Indicate level of degrees: Bach. 0 ; Masters 6 ; Doctors 2 .

D. Explain other instructional responsibilities of faculty. (e.g. list service courses in school or for other schools/majors):

Degree: Bachelor of Applied Science
Major: Technology (Automotive Technology)
Emphasis/Option: Automotive/Transportation Management

Business Support Courses

Business Courses
MGT 330: Management and Organizational Behavior............................3
HRD 630: Employee and Labor Relations.......................................3
HRD 598: Talent Management...3
or MKTG 330: Principles of Marketing...3

Automotive/Transpotation Management Emphasis Courses

Technology Management (Organization and Leadership)
AT 580: Dealership Service Operations.......................................3

(Select 9 hours from below)
TM 606: Industrial Supervision...3
AT 687: Corporate Sales, Service, and Parts Management........................3
TM 500: Industrial Organization and Technology Management.....................3
EST 393: Introduction to Industrial Safety....................................3
EST 512: Risk Analysis..3
HRD 753: Workforce Development..3
Or an approved substitute safety or management course

Technical Specialization, Support and Electives

Technical Specialization
Technical courses from 2-year Associate Degree (40 hours)

Automotive Technical Support Courses
AT 300: Automotive Internship...3-6
AT 399: Professional Development in the Transportation Industry...................2
AT 301: Fundamentals of Collision Technology.................................3
AT 620: Hybrid, Electric, and Fuel Cell Vehicles................................3
AT 699: Senior Seminar...1

Technical Electives (Select 12 hours from below)
AT 400: Automotive Internship...3-6
AT 416: Fluid Power..3
AT 418: Failure Analysis...3
AT 682: Dealership Sales Operations..3
AT 722: Alternate Fuels in Transportation....................................3
AT 300 and AT 400 should be taken for 3 hours each.

General Education Requirements

Basic Skills
ENGL 101: English Composition..3
ENGL 299: Introduction to Research Writing...................................3
or ENGL 301: Technical/Professional Writing..................................3
COMM 207: Speech Communication..3
COMM 207 as well as ENGL 301 can have other courses substituted in their place.

Behavioral, Social, History, & Political Studies
PSYCH 155: General Psychology...3
SOC 100: Introduction to Sociology...3
or POLS 101: U.S. Politics..3
or HIST 201: American History to 1865.......................................3
or GT 350: Technology and Civilization......................................3
or TM 350: Societal Influence of Technology..................................3
or Social Science and/or Political Studies Elective..............................3

Mathematics
MATH 113: College Algebra. 3
or MATH 114: Elements of Technical Analysis.. 3
MATH 143: Elementary Statistics . . . ., ...3
MATH 114 as well as MATH 143 can be substituted by another mathematics course.

Sciences (Minimum of 6 hours)
BIOL 113: Environmental Life Science. 4
PHYS 171: Physical Science. 3
PHYS 172: Physical Science Laboratory. 1
BIOL 113 can be substituted by another natural science course.
PHYS 171 can be substituted by another physical science course.

Producing and Consuming (Select one)
ACCTG 201: Financial Accounting. 3
FCS 230: Consumer Ed/Personal Finance. 3
or approved business substitute. 3

Fine Arts (Select one)
ART 188: The Designed World. 3
MUSIC 120: Music Appreciation. 3
Approved Humanities (e.g. Ethics). 3

Cultural Studies (Select one)
GEOG 300: Elements of Geography. 3
GEOG 304: Human Geography. 3
Approved elective from cultural studies. . . . . , . . .3

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: <u>SOC</u>   College: <u>COT</u>

Contact Person: <u>Denise Bertoncino</u>

Submission Date: <u>9/10/18</u>

☒ Faculty member ☐ Chair

Revision Effective: <u>Spring/2019</u> (Semester/Year)

Offered: (check all that apply)
☐ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☐ Yes ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
<u>The revision does not effect any majors/minors on campus.</u>

Purpose/Justification for Revision to Course: <u>CMCET 133 needs to be a prerequisite or corequisite for IND 120, because there are technical skills that will be implemented in IND 120 that were learned in CMCET 133.</u>

Existing Course:
Course Number: <u>IND 120</u>

Title of Course: <u>Interior Design Studio Fundamentals</u>

Credit Hours: <u>3</u>

Prerequisite: <u>IND 110</u>

Course Description (<u>as it appears in the current catalog</u>): <u>Studio. Application of interior design fundamentals in a studio setting. Students will be introduced to hand drafting and introductory level computer aided drafting through a series of exercises and design projects while demonstrating basic space planning and interpretation of architectural plans and symbols. Purchase of supplies required. Prerequisite: IND 110 Interior Design Fundamentals.</u>

Proposed Course:
Course Number: <u>IND 120</u>

Title of Course: <u>Interior Design Studio Fundamentals</u>

Credit Hours: <u>3</u>

Prerequisite: <u>IND 110 Interior Design Fundamentals and CMCET 133 Construction Graphics. All Interior Design courses need a "C" or better to move on in the program.</u>

Course Description (**as it will appear in the next catalog**): Studio. Application of interior design fundamentals in a studio setting. Students will be introduced to hand drafting and introductory level computer aided drafting through a series of exercises and design projects while demonstrating basic space planning and interpretation of architectural plans and symbols. Purchase of supplies required. Prerequisites: IND 110 Interior Design Fundamentals and CMCET 133 Construction Graphics. All interior design courses need a "C" or better to move on in the program.

Additional Questions

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

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

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

2. Will this course be required of any education majors? ☐ Yes ☒ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

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

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

☒ Approved: Department Chairperson
Date _10.24.14_ Signature, Department Chairperson _____

☐ Approved: College Curriculum Committee
Date _10.25.18_ Signature, College Curriculum Committee Chair _____

☐ Approved: Dean of College
Date _10.25.18_ Signature, Dean _____

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

☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date _11-30_ Signature, Undergraduate Curriculum Committee Chair _____

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

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

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

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

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

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: <u>SOC</u>   College: <u>COT</u>

Submission Date: <u>9/10/18</u>

Contact Person: <u>Denise Bertoncino</u>

☒ Faculty member ☐ Chair

Revision Effective: <u>Fall/2019</u> (Semester/Year)

Offered: (check all that apply)
☒ Fall
☐ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☐ Yes ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
<u>The revision will not effect any majors/minors on campus.</u>

Purpose/Justification for Revision to Course: <u>A prerequisite of CMCET 133 Construction Graphics needs to be added to IND 324 Applied Color and Lighting Design. There are technical skills learned in CMCET 133 Construction Graphics that need to be applied in the IND 324 Applied Color and Lighting Design.</u>

Existing Course:

Course Number: <u>IND 324</u>

Title of Course: <u>Applied Color and Lighting Design</u>

Credit Hours: <u>3</u>

Prerequisite: <u>IND 120</u>

Course Description (<u>as it appears in the current catalog</u>): <u>The application of color theory, psychology of color, and lighting design for interior environments. Emphasis is placed on the appropriate use of color, lighting fixtures, luminaires, and architectural lighting in order to create a specific user experience in an interior space. Prerequisite: IND 120 Interior Design Studio Fundamentals or permission of instructor.</u>

Proposed Course:

Course Number: <u>IND 324</u>

Title of Course: <u>Applied Color and Lighting Design</u>

Credit Hours: <u>3</u>

Prerequisite: <u>IND 120 Interior Design Studio Fundamentals and CMCET 133 Construction Graphics. All Interior Design courses need a "C" or better to move on in the program.</u>

Course Description (**as it will appear in the next catalog**): he application of color theory, psychology of color, and lighting design for interior environments. Emphasis is placed on the appropriate use of color, lighting fixtures, luminaires, and architectural lighting in order to create a specific user experience in an interior space. Prerequisites: IND 120 Interior Design Studio Fundamentals, CMCET 133 Construction Graphics, or permission of instructor. All Interior Design Courses need a "C" or better to move on in the program.

Additional Questions

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

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

   _____

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

2. Will this course be required of any education majors? ☐ Yes ☒ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
   <u>N/A</u>

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

☒ Approved: Department Chairperson
Date _10.24.18_ Signature, Department Chairperson _____

☐ Approved: College Curriculum Committee
Date 10.25.18 Signature, College Curriculum Committee Chair _____

☐ Approved: Dean of College
Date 10.25.18 Signature, Dean _____

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

☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date _11-30_ Signature, Undergraduate Curriculum Committee Chair _____

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

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

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: <u>ETECH</u>   College: <u>COT</u>   Submission Date: <u>9/24/2018</u>

Contact Person: <u>Greg Murray</u>   ☐ Faculty member ☒ Chair

Revision Effective: <u>SP 2018</u> (Semester/Year)

Offered: (check all that apply)
☒ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☒ Yes ☐ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
<u>This course is used in the Automotive Manufacturing Management emphasis. The course content will remain the same, however Catia will no longer be used as the 3D design tool. This should not affect the curriculum.</u>

Purpose/Justification for Revision to Course: <u>Due to budgetary constraints and the low number of students utilizing Catia, it has been decided to discontinue the license agreement for this software. The course description in the catalog references the use of Catia software. The new course description will make reference to 3D software so the course will not need to be re-legislated if the software changes in the future.</u>

Existing Course:
Course Number: <u>MFGET 160</u>

Title of Course: <u>Manufacturing Graphics</u>

Credit Hours: <u>3</u>

Prerequisite: <u>none</u>

Course Description (**as it appears in the current catalog**): <u>(3 hours lecture). Introduction of design process 3D CAD, utilizing CATIA Software. Emphasis on creation of basic surface and solid models. Includes Boolean Union, difference and intersection techniques to enable the creation of more complex components from the basis surface and solid models.</u>

Proposed Course:
Course Number: <u>MFGET 160</u>

Title of Course: <u>Manufacturing Graphics</u>

Credit Hours: <u>3</u>

Prerequisite: <u>none</u>

Course Description (**as it will appear in the next catalog**): (3 hours lecture). Introduction of design process utilizing 3D CAD Software. Emphasis on creation of basic surface and solid models. Includes Boolean Union, difference and intersection techniques to enable the creation of more complex components from the basis surface and solid models.

Additional Questions

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

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

   _____

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

2. Will this course be required of any education majors? ☐ Yes ☒ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

3. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
   <u>none</u>

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

☒　Approved:　Department Chairperson
　　Date _9/24/18_ Signature, Department Chairperson _____

☒　Approved:　College Curriculum Committee
　　Date _10.22.18_ Signature, College Curriculum Committee Chair _____

☒　Approved:　Dean of College
　　Date _10.22.18_ Signature, Dean _____

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

☐　Approved:　Council for Teacher Education (if applicable)
　　Date _____ Signature, Council for Teacher Education Chair _____

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

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

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Zimbra   **gmurray@pittstate.edu**

Re: Changes to MFGET design courses - AMD emphasis

From : John Thompson <john.thompson@pittstate.edu>   Mon, Sep 24, 2018 02:24 PM

Subject : Re: Changes to MFGET design courses - AMD emphasis

To : gmurray <gmurray@pittstate.edu>

Cc : Tim Dell <tdell@pittstate.edu>, Robert Frisbee
<rfrisbee@pittstate.edu>, Jacob Lehman
<jrlehman@pittstate.edu>, cpennington@pittstate.edu,
crjones@pittstate.edu, melder@pittstate.edu,
nprelogar@pittstate.edu, rnorman@pittstate.edu,
tdell@pittstate.edu, tlindbloom@pittstate.edu

External images are not displayed. <u>Display images below</u>

Thanks for letting us know, Greg.

Dr. John Thompson, Ed.D. | *Associate Professor and Chair*
Department of Automotive Technology | College of Technology
909 E. Ford | Pittsburg, KS. 66762 | 620-235-6516

From: "gmurray" <gmurray@pittstate.edu>
To: "John Thompson" <jthompso@pittstate.edu>, "Tim Dell"
<tdell@pittstate.edu>
Cc: "Robert Frisbee" <rfrisbee@pittstate.edu>, "Jacob Lehman"
<jrlehman@pittstate.edu>
Sent: Monday, September 24, 2018 1:45:31 PM
Subject: Changes to MFGET design courses - AMD emphasis

Gentlemen,

I wanted to let you know that due to budget constraints we are planning to
discontinue the use of Catia software that is used in MFGET 160 and 261. We
just don't have the students to justify the license. Both of these courses are used
in your AMD emphasis, so I wanted you to be aware. I am putting the paperwork
forward to re-legislate these two courses so that the catalog description
references 3D software instead of specifically referring to Catia. The course
content will remain the same for now, we will just be using Solidworks as the 3D
design tool. Also, keep in mind that you can also utilize MECET 121 and MECET
226 for your design courses.

Please let me know if you foresee any issues with this course catalog description
change. Thank you.

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: <u>ETECH</u>   College: <u>COT</u>   Submission Date: <u>9/24/2018</u>

Contact Person: <u>Greg Murray</u>   ☐ Faculty member ☒ Chair

Revision Effective: <u>SP 2018</u> (Semester/Year)

Offered: (check all that apply)
☒ Fall
☐ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☒ Yes ☐ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
<u>This course is used in the Automotive Manufacturing Management emphasis. The course content will remain the same, however Catia will no longer be used as the 3D design tool. This should not affect the curriculum.</u>

Purpose/Justification for Revision to Course: <u>Due to budgetary constraints and the low number of students utilizing Catia, it has been decided to discontinue the license agreement for this software. The course description in the catalog references the use of Catia software. The new course description will make reference to 3D design software so the course will not need to be re-legislated if the software changes in the future.</u>

Existing Course:
Course Number: <u>MFGET 261</u>

Title of Course: <u>Computer Aided Part Design</u>

Credit Hours: <u>3</u>

Prerequisite: <u>MFGET 160 Manufacturing Graphics or other applicable 3D modeling class</u>

Course Description (**as it appears in the current catalog**): <u>(3 hours lecture with open laboratory). Advanced CAD course with emphasis on creation of models to support rapid prototyping, CNC manufacturing processes and mold making. Includes complex surfaces (NURBS, polygon meshes) the trimming and joining to create complex parts. Utilizing the parts created to design and draw mold cavities from which parts can be molded. CATIA CAD software is utilized in this class. Prerequisite: MFGET 160 Manufacturing Graphics or other applicable 3D modeling class.</u>

Proposed Course:
Course Number: <u>MFGET 261</u>

Title of Course: <u>Computer Aided Part Design</u>

Credit Hours: <u>3</u>

Prerequisite: MFGET 160 Manufacturing Graphics or other applicable 3D modeling class

Course Description (**as it will appear in the next catalog**): (3 hours lecture with open laboratory). Advanced CAD course with emphasis on creation of models to support rapid prototyping, CNC manufacturing processes and mold making. Includes complex surfaces (NURBS, polygon meshes) the trimming and joining to create complex parts. Utilizing the parts created to design and draw mold cavities from which parts can be molded. Prerequisite: MFGET 160 Manufacturing Graphics or other applicable 3D modeling class.

Additional Questions

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

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

   _____

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

2. Will this course be required of any education majors? ☐ Yes ☒ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

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

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

☒ Approved: Department Chairperson
Date 9/24/18 Signature, Department Chairperson _____

☒ Approved: College Curriculum Committee
Date 10.22.18 Signature, College Curriculum Committee Chair _____

☒ Approved: Dean of College
Date 10.22.18 Signature, Dean _____

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

☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____

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

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

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

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Zimbra   **gmurray@pittstate.edu**

Re: Changes to MFGET design courses - AMD emphasis

From : John Thompson <john.thompson@pittstate.edu>   Mon, Sep 24, 2018 02:24 PM
Subject : Re: Changes to MFGET design courses - AMD emphasis
    To : gmurray <gmurray@pittstate.edu>
    Cc : Tim Dell <tdell@pittstate.edu>, Robert Frisbee
        <rfrisbee@pittstate.edu>, Jacob Lehman
        <jrlehman@pittstate.edu>, cpennington@pittstate.edu,
        crjones@pittstate.edu, melder@pittstate.edu,
        nprelogar@pittstate.edu, rnorman@pittstate.edu,
        tdell@pittstate.edu, tlindbloom@pittstate.edu

External images are not displayed.   Display images below

Thanks for letting us know, Greg.

Dr. John Thompson, Ed.D. | *Associate Professor and Chair*
Department of Automotive Technology | College of Technology
909 E. Ford | Pittsburg, KS. 66762 | 620-235-6516

From: "gmurray" <gmurray@pittstate.edu>
To: "John Thompson" <jthompso@pittstate.edu>, "Tim Dell"
<tdell@pittstate.edu>
Cc: "Robert Frisbee" <rfrisbee@pittstate.edu>, "Jacob Lehman"
<jrlehman@pittstate.edu>
Sent: Monday, September 24, 2018 1:45:31 PM
Subject: Changes to MFGET design courses - AMD emphasis

Gentlemen,

I wanted to let you know that due to budget constraints we are planning to
discontinue the use of Catia software that is used in MFGET 160 and 261. We
just don't have the students to justify the license. Both of these courses are used
in your AMD emphasis, so I wanted you to be aware. I am putting the paperwork
forward to re-legislate these two courses so that the catalog description
references 3D software instead of specifically referring to Catia. The course
content will remain the same for now, we will just be using Solidworks as the 3D
design tool. Also, keep in mind that you can also utilize MECET 121 and MECET
226 for your design courses.

Please let me know if you foresee any issues with this course catalog description
change. Thank you.

Request for New Major

Department: <u>ETECH</u>   College: <u>Technology</u>

Submission Date: <u>10/5/2018</u>   Effective: Fall, <u>2019</u>
                                                                          (Year)

Contact Person: <u>Greg Murray</u>   ☐ Faculty member ☒ Chair

Title of Proposed Major: <u>Associate of Applied Science Degree in Plastics Technology</u>

Delivery Method:
☒ Face-to-Face
☐ On-line
☐ Hybrid

If face-to-face/hybrid, location offered: <u>Kansas Technology Center classrooms and plastics laboratories</u>

Purpose/Justification for Major: <u>This is for a new 2-year AAS program. Feedback from our Plastics Engineering Technology Advisory Council has emphasized a need for students trained as process technicians, as opposed to process engineers. A two-year program would accomplish the necessary level of training desired by industry for a process technician. A two-year program would be more attractive to students not seeking a 4-year degree but wanting access to the expertise, facilities, and training that are available in PSU's Plastics Engineering Technology program.</u>

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

Whether a "yes" or "no" response, please provide an explanation.
<u>No other university in the region has a similar program with comparable facilities.</u>

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

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
<u>Students enrolled in this program will be required to take AT 416 Fluid Power from the Department of Automotive Technology in the College of Technology. Creation of this program will increase enrollment in this course above current levels. Approval by the Automotive Technology Chair is attached.</u>

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

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   <u>No additional resources required.</u>

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

   Please give the rationale for additional student fees:
   <u>No additional fees will be required.</u>

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

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

5. What additional costs will be required for this major (e.g. staffing, equipment, etc.)?
   <u>No additional costs will be required. Utilizing existing coursework and facilities.</u>

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

☑ Approved: Department Chairperson
Date 10/4/18 Signature, Department Chairperson _____

☒ Approved: College Curriculum Committee
Date 10.22.18 Signature, College Curriculum Committee Chair _____

☒ Approved: Dean of College
Date 10.22.18 Signature, Dean _____

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

☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-30 Signature, Undergraduate Curriculum Committee Chair _____

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

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

Approval at Kansas Board of Regents level:

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

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

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, *"Undergraduate Curriculum Legislation"* (within the appropriate College folder, *"Preliminary Legislation"*), to allow for review and questions. Any modifications should be saved as *"original file name.version2.docx"* and uploaded as well. Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.
Following Faculty Senate Approval, SUBMIT SIGN-OFF SHEET AND *FINAL* COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL) FOR FORWARDING TO THE KANSAS BOARD OF REGENTS FOR BOARD APPROVAL. (MUST BE ENTERED INTO KBOR PI/CIP SYSTEM AT TIME OF SUBMISSION TO KBOR).

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

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

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

FORMS TO ACCOMPANY PROPOSAL

The following items will be prepared and submitted with the proposal:
  A. PSU Request for New Major Form (preceding)
  B. PSU Legislative Process Authorization/Notification Sign-off Sheet (preceding)
  C. KBOR Application for New Program, located at
     http://www.kansasregents.org/academic_affairs/new_program_approval requires the following:
     1. KBOR Program Proposal Narrative
     2. KBOR New Degree Request
     3. KBOR Curriculum Outline
     4. KBOR Fiscal Summary for Proposed Academic Program

Zimbra   **gmurray@pittstate.edu**

Re: Additional students in Fluid Power class

From : John Thompson <john.thompson@pittstate.edu>   Fri, Oct 05, 2018 01:49 PM

Subject : Re: Additional students in Fluid Power class

To : gmurray <gmurray@pittstate.edu>

Cc : Tim Dell <tdell@pittstate.edu>, Chauncey Pennington
<cpennington@pittstate.edu>

External images are not displayed.   Display images below

Greg,
 I talked with Tim Dell today and we want to support this so you have our
blessing. Thanks for including this class in your AAS curriculum. We appreciate
anything that raises our FTE.

Dr. John Thompson, Ed.D. | *Associate Professor and Chair*
Department of Automotive Technology | College of Technology
909 E. Ford | Pittsburg, KS. 66762 | 620-235-6516

From: "gmurray" <gmurray@pittstate.edu>
To: "Tim Dell" <tdell@pittstate.edu>, "John Thompson"
<jthompso@pittstate.edu>
Sent: Thursday, October 4, 2018 4:11:25 PM
Subject: Additional students in Fluid Power class

John and Tim,

We are in the process of reviving our 2 year AAS in Plastics Technology program,
and would like to use your Fluid Power course instead of our Fluid Mechanics
course. This will eliminate the need for our students to take Physics I, which is a
prerequisite for Fluid Mechanics.   Over time this could potentially add 10-
15 students to your course per semester.

Do you see this as a problem?

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

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

Please check one: ☐ Baccalaureate Program   ☐ Master's Program   ☐ Doctoral Program

A. General Information

1. Institution: ☐ ESU   ☐ FHSU   ☐ K-State   ☐ KU   ☐ KUMC   ☑ PSU   ☐ WSU
   (check one)

2. Program Identification:

   Program Title: <u>Associate of Applied Science Degree in Plastics Technology</u>

   Degree to be Offered: <u>Associates Degree of Applied Science</u>

   Responsible Department or Unit: <u>Department of Engineering Technology</u>

   CIP Code: _____   Proposed Implementation Date: <u>Winter Fall 2019</u>

   Total Number of Semester Credit Hours for the Degree: <u>61 credits</u>

B. Justification and Program Demand

1. Justification:
   <u>In the space below</u>, provide a brief description of the program and indicate why this program is important to your institution and to the state of Kansas. (Please refer to **Format** directions above.)

   Feedback from our Plastics Engineering Technology Advisory Council has emphasized a need for students trained as process technicians, as opposed to process engineers or quality technicians in the plastics industry. The majority of recent graduates from the PSU Plastics Engineering Technology baccalaureate program are working as process engineers or in similar positions. A two-year program would accomplish the necessary level of training desired by industry for a process technician in a shorter time-frame and without courses that are superfluous to the duties of a process or quality technician. Also, a two-year program would be more attractive to students not seeking a four-year degree but wanting access to the expertise, facilities, and training that are available in PSU's Plastics Engineering Technology program and a lucrative career in the plastics industry.

   Additionally, similar programs with similar facilities and instructors with comparable expertise do not exist in our region. While regional community colleges have plastics technician programs, they do not meet the needs of the plastics industry in Kansas and neighboring states as comprehensively as PSU's Plastics Technology-trained technicians would have. Community colleges do not have access to the same state-of-the-art equipment and industry-trained professors as PSU's Department of Engineering Technology currently offers.

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

Option A. Survey of Student Interest
Number of surveys administered: .... _____
Number of completed surveys returned: .... _____
Percentage of students interested in program: ... _____

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

3. Demand: Projected Enrollment for the Initial Three Years of the Program
Indicate how many students/credit hours are projected in the charts below.

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

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

The job outlook for graduates of the proposed program is strong. According to the Plastics Industry Association, in 2015 the U.S. Plastics Industry was the third-largest manufacturing sector with shipments of $418 billion and 954,000 workers.(1) During the period from 1980 to 2015, annual growth was 0.3%.

Kansas' Plastics Industry employs 10,850 people.(2) The Kansas Department of Labor show growth in Plastics & Rubber Products Manufacturing of 0.2% for the time period from 2017 to 2019.(3) When also considering equipment and materials suppliers, the number of workers that could benefit increases significantly. The job market for this type of graduate is especially critical in pockets of plastics manufacturing like Central Nebraska, and Northwest Arkansas, where the pool of employees with skills in Plastics Technology is sparse.

PSU's Plastics Engineering Technology Advisory Council has conveyed that they require employees equipped to work with increasingly complex processes, and higher quality standards in technician roles in order to remain competitive on a global stage. Therefore, a conservative estimate of the number of jobs for Plastics Technicians in the region would exceed the 20 students per year coming from the current four-year program. A search of Indeed.com also revealed the job potential for this new program, with 3,985 jobs listed.

Sources:
(1) http://www.plasticsindustry.org/article/plastics-industry-adds-jobs-continues-outpace-manufacturing-whole-plastics-industry, retrieved 03/26/17.
(2) http://www.plasticsindustry.org/factsheet/kansas, retrieved 10/04/18.
(3) https://public.tableau.com/profile/kdol#!/vizhome/ShorttermIndustryProjections/ShortTermIndustryProjections, retrieved 10/04/18.

C. Curriculum

1. Admission/Requirements:
   In the space below, describe the admission standards for the program.

   For students under the age of 21, a student must graduate from an accredited high school and meet one of the following requirements: 1) Achieve ACT composite score of 21 or higher (SAT score of at least 980) or, 2) Rank in the top one-third of high school graduating class or, 3) Complete the Kansas Board of Regents' Qualified Admission Curriculum with at least a 2.0 grade point average on a 4.0 scale. For students over the age of 21, a student must have graduated from an accredited high school or have completed the GED with an overall score of at least 2,550 points and a minimum score of 510 points on each subtest if the GED was taken on or after January 1, 2002. A student who has 24 or more transferable college credit hours must qualify for admission based on college coursework. At least a 2.0 cumulative college grade point average on a 4.0 scale is required to qualify for admission.

2. Courses:
   Attach a one-page semester-by-semester degree plan.

D. Core Faculty

1. Inventory

   Provide an inventory of core faculty directly involved with program. For each faculty member, provide the following information.
   If applicable, place an * next to the faculty member who will direct this program.
   Rank refers to *Adjunct, Instructor, Assistant Professor, Associate Professor, Professor*, etc.
   FTE refers to *Full Time Equivalent* to this program (1.0 = full time)

Faculty Name	Rank	Highest Degree	Tenure Track Y/N	Academic Area of Specialization	FTE to Proposed Program
Rebeca Book	Associate Prof.	Masters	Y	Plastics Engineering Management	1.0
Paul Herring	Professor	Masters	Y	Plastics Engineering Technology	1.0
Jeanne Norton	Associate Prof.	PhD	Y	Polymer Science and Engineering	0.5

2. Identify the number of graduate assistantships that will be assigned to the program: None

E. Expenditures and Revenue:

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

I. EXPENDITURES	List Amounts in Dollars		
	First FY	Second FY	Third FY
Personnel – Reassigned or Existing Positions* *(*Provide written explanations as necessary and attach to this document)*			
Faculty	$ 0	$ 0	$ 0
Administrators *(other than instruction time)*	$ 0	$ 0	$ 0
Graduate Assistants	$ 0	$ 0	$ 0
Support Staff for Administration *(e.g., secretarial)*	$ 0	$ 0	$ 0
Fringe Benefits *(total for all groups)*	$ 0	$ 0	$ 0
Other Personnel Costs	$ 0	$ 0	$ 0
Total Existing Personnel Costs – Reassigned or Existing	$ 0	$ 0	$ 0
Personnel – New Positions* *(*Provide written explanations as necessary and attach to this document)*			
Faculty	$ 0	$ 0	$ 0
Administrators *(other than instruction time)*	$ 0	$ 0	$ 0
Graduate Assistants	$ 0	$ 0	$ 0
Support Staff for Administration *(e.g., secretarial)*	$ 0	$ 0	$ 0
Fringe Benefits *(total for all groups)*	$ 0	$ 0	$ 0
Other Personnel Costs	$ 0	$ 0	$ 0
Total New Personnel Costs -- New Positions	$ 0	$ 0	$ 0
Start-up Costs – One-Time Expenses* *(*Provide written explanations as necessary and attach to this document)*			
Library/learning resources	$ 0	$ 0	$ 0
Equipment/Technology	$ 0	$ 0	$ 0
Physical Facilities: Construction or Renovation	$ 0	$ 0	$ 0
Other	$ 0	$ 0	$ 0
Total Start-up Costs	$ 0	$ 0	$ 0
Operating Costs – Recurring Expenses* *(*Provide written explanations as necessary and attach to this document)*			
Supplies/Expenses	$ 0	$ 0	$ 0
Library/learning resources	$ 0	$ 0	$ 0
Equipment/Technology	$ 0	$ 0	$ 0
Travel	$ 0	$ 0	$ 0
Other	$ 0	$ 0	$ 0
Total Operating Costs	$ 0	$ 0	$ 0
GRAND TOTAL COSTS	$ 0	$ 0	$ 0

II. FUNDING SOURCES* *(projected as appropriate)* *(*Provide written explanations as necessary and attach to this document)*	List Amounts in Dollars			
	Current	First FY (New)	Second FY (New)	Third FY (New)
Tuition / State Funds	$ 0	$ 0	$ 0	$ 0
Student Fees	$ 0	$ 0	$ 0	$ 0
Other Sources **	$ 0	$ 0	$ 0	$ 0
GRAND TOTAL FUNDING	$ 0	$ 0	$ 0	$ 0
Projected Surplus/Deficit (+/-) (Grand Total FUNDING *minus* Grand Total Costs)		$ 0	$ 0	$ 0

***Other Sources:*

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

Since this new program consists entirely of existing courses, no additional state, federal, or private grants are anticipated to be required to support the implementation and management of this program in the first three fiscal years after its introduction.

Institutional Contact Person:

Name: Greg Murray   E-mail: gmurray@pittstate.edu

Date of Proposal Submission: October 8, 2018

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

Please submit the following with this proposal:
   B.2: One-Page Market Analysis (if you chose *Option B*)
   C.2: One-Page Semester-By-Semester Degree Plan
   E: Expenditures and Funding Sources (as needed)

Kansas Board of Regents
PROPOSAL FOR A NEW DEGREE PROGRAM
Student Demand: Option B – Market Analysis

Student demand for the two-year plastics technology degree will likely come from the following: high school graduates, non-traditional students, military, and sponsored students from industry. Currently, Pittsburg State University has a two-year automotive program and a two-year electrical program, each with roughly 20 graduates per year.

According to the information presented in the VISION for education in Kansas, "Most new jobs in the future will be 'middle skill' jobs – those requiring a diploma, but less than a four-year degree."[1] VISION also goes on to say "According to Georgetown University Center on Education and the Workforce, the education demand for jobs in Kansas in 2020 will be: 35% requiring an associate degree." Education efforts in Kansas are tailoring individual plans of study for students to help meet the need for expected job growth for positions that require education beyond high school.

Forecasting from the Institute of Education Sciences National Center for Education Statistics demonstrates that between 2008-09 and 2020-21, the number of Associates degrees is projected to increase by 26 percent overall.[1] This trend has already been validated in Kansas by the number of students in the Kansas Technical Colleges. The total head count has gone from 10,478 in 2012 to 14,042 in 2017.[1] This trend has also been observed neighboring state training centers, such as Crowder College in Neosho, Missouri, where overall enrollment was down, but training center enrollment had doubled in 2018. [2]

The proposed two-year Plastics Technology program is unique compared to the Kansas technical programs and local training centers because of the already established Plastics Engineering Technology four-year program. PSU's Plastics Engineering Technology baccalaureate program is one of only four Accreditation Board for Engineering and Technology (ABET)-accredited programs in the United States. Additionally, the Department of Engineering Technology in the College of Technology at PSU has an already-established 6,000 square-foot facility that houses industrial-scale injection molding, blow molding, thermoforming, rotational molding, compression molding, extrusion, and auxillary machines (including dryers, grinders, temperature controllers, robotic automation, and ovens) to accommodate this specialized type of training.

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[1] Enrollment by Headcount, Full-time Equivalency and Credit Hours for all Technical Colleges. KHEDS Academic Year Collection, Sept. 2018, https://submission.kansasregents.org/ibi_apps/bip/portal/KHERS.

[2] "Crowder College Sites Low Unemployment as Factor in Low Enrollment." *Crowder College Sites Low Unemployment as Factor in Low Enrollment*, Lisa Olliges, 3 Oct. 2018, www.koamtv.com/story/39226176/crowder-college-sites-low-unemployment-as-factor-in-low-enrollment.

Kansas Board of Regents
PROPOSAL FOR A NEW DEGREE PROGRAM
Semester-by-Semester Degree Plan: Associate of Applied Science Degree in Plastics Technology

Semester 1

Course Number	Course Title	Credit Hours
PET 185	General Plastics	3
PET 180	General Plastics Lab	1
EET 141	Introductory Electronics	3
ENGL 101	English Composition	3
COMM 207	Speech Communications	3
MATH 113	College Algebra	3
	Total Credit Hours	16

Semester 2

Course Number	Course Title	Credit Hours
PET 273	Plastics Processing I	3
PET 272	Plastics Processing I Lab	1
EET 340	Introduction to Automation	3
CHEM 360	Introduction to Polymer Science and Technology	3
MECET 121	Engineering Graphics	3
General Education Elective*	*Possible General Education elective courses:* CIS 130 Computer Information Systems MGT 101 Introduction to Business ECON 191 Issues in Today's Economy POL 101 U. S. Politics PSYCH 155 General Psychology	3
	Total Credit Hours	16

Semester 3

Course Number	Course Title	Credit Hours
MFGET 263	Manufacturing Methods	2
MFGET 268	Manufacturing Methods Lab	1
PET 371	Thermoplastic Resins	3
PET 370	Thermoplastics Resins Lab	1
PET 585	Part and Mold Design I	3
MATH 143	Elementary Statistics	3
	Total Credit Hours	13

Semester 4

Course Number	Course Title	Credit Hours
PET 377	Plastics Processing II	3
PET 376	Plastics Processing II Lab	1
MFGET 405	Quality Control	3
AT 416	Fluid Power	3
EST 393	Introduction to Industrial Safety	3
Technical Elective*	*Possible Technical elective courses:* PET 281 Plastics Testing Technology PET 673 Advanced Injection Molding PET 685 Composites	3
	Total Credit Hours	16

Request for Revision to Curriculum

Revision for: ☒ Major ☐ Minor ☐ Emphasis ☐ Certificate

Department: <u>Engineering Technology</u>   College: <u>Technology</u>

Submission Date: <u>10/3/2018</u>   Revision Effective: Fall, <u>2018</u>
                                                                                              (Year)

Contact Person: <u>Erik Mayer</u>   ☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: <u>Electronics Engineering Technology (EET)</u>

If proposing a name change to major or minor/emphasis/certificate, indicate Proposed Name Change:
<u>   </u>

Description of Change: <u>Creation of an Accelerated Master's Degree Program between EET and Master of Engineering Technology (MET). For this, EET 742, EET 743, and EET 745 will be used as dual credit between EET and MET creating an accelerated path towards the MET. EET 742, EET 743, and EET 745 are existing courses in the Electronics Technical Emphasis in the MET program. It is requested that EET 745 be added to EET as an elective to the Electronic Embedded Systems Emphasis and the Controls Emphasis as described below. It is also requested that EET 742, EET 743, and EET 745 be added to EET as Approved Electives as described below. A Request for Accelerated Program has been approved at the department and college level and by Graduate Council (see supporting documentation). Legislation to renumber EET 742, EET 743, and EET 745 from EET 842, EET 843, and EET 845 so they could be used in the accelerated program was passed in Spring 2018 (see supporting documentation).</u>

Rationale for Change (include changes to curriculum objectives): <u>Creation of the accelerated master's degree program will create an accelerated path towards the MET. The dual credit EET 742, EET 743, and EET 745 courses will offer advanced topics that complement the EET program and can further the knowledge of EET students. It is anticipated this will help recruit students for both the EET and MET programs.</u>

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
☐ Yes ☒ No

Whether a "yes" or "no" response, please provide an explanation.
<u>It is not anticipated that this will affect any other university as the accelerated program is between the EET and MET programs at PSU.</u>

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

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
<u>The creation of the accelerated program between EET and MET will affect the MET program as courses will be used as dual credit. A Request for Accelerated Program has been approved at the department and college level and by the Graduate Council (see supporting documentation). Legislation to renumber EET 742, EET 743, and EET 745 from EET 842, EET 843, and EET 845 so they could be used in the accelerated program was passed in Spring 2018 (see supporting documentation).</u>

Existing Major or Minor/Emphasis/Certificate

Copy and paste the existing curriculum **as it currently appears** in the online catalog:

Electronic Embedded Systems Emphasis

EET-449: Programmable Logic Devices (3 hours)

EET-549: Advanced Microcontrollers (3 hours)

EET-647: Digital Signal Processing (3 hours)

An additional course chosen from another Electronics Engineering Technology emphasis area (3 hours)

Controls Emphasis

EET-340: Introduction to Industrial Automation (3 hours)

EET-646: Control Systems (3 hours)

EET-649: Advanced Programmable Logic Controllers (3 hours)

An additional course chosen from another Electronics Engineering Technology emphasis area (3 hours)

Approved Electives Selected From

CIS-230: Introduction to Programming (3 hours)

CIS-345: Object Oriented Programming Using Java (3 hours)

CIS-470: Network and Information Security (3 hours)

CMCET-331: Electrical Systems (3 hours)

ETECH-300: Cooperative Education (____) (3-6 hours)

MATH-212: Matrix Algebra (2 hours)

MATH-513: Discrete Structures (3 hours)

MATH-543: Probability and Statistics (3 hours)

MATH-553: Differential Equations (3 hours)

MATH-569: Numerical Analysis (3 hours)

MATH-617: Linear Algebra (3 hours)

MFGET-363: Principles of Tool Design (3 hours)

MFGET-405: Quality Control (3 hours)

MECET-420: Kinematics (2 hours)

MECET-423: Mechanics of Materials (3 hours)

MECET-424: Mechanics of Materials Laboratory (1 hours)

MECET-524: Fluid Mechanics (3 hours)

MECET-525: Fluid Mechanics Laboratory (1 hours)

MKTG-330: Principles of Marketing (3 hours)

PHYS-512: Electricity and Magnetism I (3 hours)

PHYS-516: Modern Physics I (3 hours)

PHYS-532: Electronic Circuits I (3 hours)

PHYS-743: Solid State Electronics (3 hours)

or

Upper division courses from the following Mathematics, Physics, others by consent of advisor

Proposed Major or Minor/Emphasis/Certificate:

List below, the proposed curriculum **as you wish it to appear** in the online catalog:

Electronic Embedded Systems Emphasis

EET-449: Programmable Logic Devices (3 hours)

EET-549: Advanced Microcontrollers (3 hours)

EET-647: Digital Signal Processing (3 hours)

An additional course chosen from another Electronics Engineering Technology emphasis area (3 hours)
or
EET-745: Advanced Microprocessor Systems and Applications (3 hours)

Controls Emphasis
EET-340: Introduction to Industrial Automation (3 hours)
EET-646: Control Systems (3 hours)
EET-649: Advanced Programmable Logic Controllers (3 hours)

An additional course chosen from another Electronics Engineering Technology emphasis area (3 hours)
or
EET-745: Advanced Microprocessor Systems and Applications (3 hours)

Approved Electives Selected From
CIS-230: Introduction to Programming (3 hours)
CIS-345: Object Oriented Programming Using Java (3 hours)
CIS-470: Network and Information Security (3 hours)
CMCET-331: Electrical Systems (3 hours)
EET-742: Programmable Logic Devices (3 hours)
EET-743: Advanced Engineering Electromagnetics (3 hours)
EET-745: Advanced Microprocessor Systems and Applications (3 hours)
ETECH-300: Cooperative Education (_____) (3-6 hours)
MATH-212: Matrix Algebra (2 hours)
MATH-513: Discrete Structures (3 hours)
MATH-543: Probability and Statistics (3 hours)
MATH-553: Differential Equations (3 hours)
MATH-569: Numerical Analysis (3 hours)
MATH-617: Linear Algebra (3 hours)
MFGET-363: Principles of Tool Design (3 hours)
MFGET-405: Quality Control (3 hours)
MECET-420: Kinematics (2 hours)
MECET-423: Mechanics of Materials (3 hours)
MECET-424: Mechanics of Materials Laboratory (1 hours)
MECET-524: Fluid Mechanics (3 hours)
MECET-525: Fluid Mechanics Laboratory (1 hours)
MKTG-330: Principles of Marketing (3 hours)
PHYS-512: Electricity and Magnetism I (3 hours)
PHYS-516: Modern Physics I (3 hours)
PHYS-532: Electronic Circuits I (3 hours)
PHYS-743: Solid State Electronics (3 hours)
or
Upper division courses from the following Mathematics, Physics, others by consent of advisor

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   The dual credit courses are already offered in the MET program and there have been unfilled seats in the classes due to recent low enrollment. It is estimated that 15 accelerated students could be accomodated with no additional resources. For the classes, student are expected to provide their own computers and hardware required for the courses.

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

   Please give the rationale for additional student fees:

   ———

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

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

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   The dual credit courses are already offered in the MET program and there have been unfilled seats in the classes due to recent low enrollment. It is estimated that 15 accelerated students could be accomodated with no additional costs. For the classes, student are expected to provide their own computers and hardware required for the courses.

Additional Questions for certificate only:

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? (minimum of 24 hours) ☐ Yes ☐ No

2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? ☐ Yes ☐ No

   If "yes," to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Financial Assistance to initiate Department of Education approval.

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

☑ Approved: Department Chairperson
Date _10/4/18_ Signature, Department Chairperson _____

☒ Approved: College Curriculum Committee
Date _10.22.18_ Signature, College Curriculum Committee Chair _____

☒ Approved: Dean of College
Date _10.22.18_ Signature, Dean _____

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

☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date _11-30_ Signature, Undergraduate Curriculum Committee Chair _____

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

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

Notification to COCAO/Kansas Board of Regents (if required):   Date: _____

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.

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

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND *FINAL* COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost's administrative officer at x4113 if unsure.

Please Note: This is at least a 2-3 month process from the time of first submission and is designed to eliminate concerns and questions at the beginning of the process. Any questions/concerns not addressed prior to the review by the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process, before it is sent (if required) to the Kansas Board of Regents, which may result in a delay in implementation.

Accelerated Master's Degree Program
Pittsburg State University
November 27, 2013

The Accelerated Master's Degree option enables outstanding undergraduate students to begin taking graduate coursework in their junior or senior year and thus combine components of the undergraduate and graduate curricula. Students enrolled in this Program can use up to 12 hours of 700 level courses as dual credit between their bachelor's and master's degrees and thus have an accelerated path toward receiving a master's degree. Students must apply and be admitted to the accelerated master's program by their Department and the Graduate School before enrolling for courses which will apply to the graduate degree. Interested departments will decide criteria for admission to the accelerated master's option.

Rationale
The Accelerated Master's Degree Program offers an opportunity to outstanding students to advance their academic career by simultaneously pursuing both the undergraduate and graduate degrees in the same field of study. It is thus extremely likely that a student in this program will complete the requirements for both degrees in an accelerated time frame and thus advance through their degrees in less calendar time. Through this option, a student can receive a graduate degree in as little as one year after receiving their bachelor's degree.

Additional reasons for establishing an accelerated master's program are:
- A tool for departments to recruit undergraduate students , particularly incoming freshmen, who are interested in ultimately earning a master's degree
- Create a streamlined transition for students to continue their education beyond a bachelor's degree
- Develop an environment so that students receive more training and faculty time on research project(s) including finishing their thesis on time
- Faculty will get to work with students on more detailed publishable research problems
- Departments attract and retain outstanding students for their Graduate Programs
- Programs show higher graduation and completion rates positively impacting the overall campus environment

Procedure for Submitting the Accelerated Master's Degree Program Proposal
1. Department Develops Guidelines: Interested graduate programs will set criteria and develop guidelines for admission into the accelerated master's program and for guiding students admitted to the program. These guidelines will include the basis for identifying eligible outstanding students, the semester of admission into the graduate program (normally as a junior or senior), the plans in place to provide the student with the high level of advising necessary for program success, and crediting of joint- or dual-degree hours to both the undergraduate and the graduate degree requirements which will be reflected on both the graduate and undergraduate transcripts.

    Any deviations from the standard undergraduate program and the standard graduate program will have to be legislated. One obvious deviation from the standard programs may be the possibility that a limited number of hours taken for graduate credit (700 level) can be

Supporting documentation for Request for Revision to Curriculum to create Accelerated Master's Degree Program between Electronics Engineering Technology (EET) and Master of Engineering Technology (MET).

Table of Contents

1. Accelerated Master's Degree Program document – information on accelerated programs and steps required to create one.
    (From https://www.pittstate.edu/graduate/_files/documents/graduate-council/accelerated-master-programs.pdf).

2. Request for Revision of Course forms (3) – Renumbering of EET 842, EET 843, and EET 845 to EET 742, EET 743, and EET 745 so the courses can be used in the accelerated program. Approved by department, college, and Graduate Council. For step 1 "Department Develops Guidelines" in Procedure for Submitting the Accelerated Master's Degree Program Proposal in above document.

3. Request for Accelerated Program form – Establishes eligibility requirements and courses to be included in the accelerated program between EET and MET. Approved by department, college, and Graduate Council. For step 2 "Department Legislates Program through Graduate Council" in Procedure for Submitting the Accelerated Master's Degree Program Proposal in above document.