



Pittsburg State University

Faculty Senate Meeting

Date: Monday, February 27, 2017
Time: 3:00 p.m.
Location: Sunflower Room, Overman Student Center

AGENDA

I. Call to order

II. Approval of January 30, 2017 minutes

III. Announcements

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

B. PSU/KNEA Remarks- Khamis Siam

C. Student Senate Remarks-Nathan Diddle

D. Unclassified Senate Remarks- Erin Sullivan

E. University Support Staff Remarks- Michael Woodrum

F. Faculty Senate Report- Janice Jewett

IV. Committee Reports

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

A. Academic Affairs Committee—Chair: Jorge Leon

- Undergraduate Curriculum Subcommittee—**Chair: James McBain, Amy Hite**
- Library Services/Learning Resources Subcommittee—
Chair: Julie Samuels
- Information Systems Subcommittee—**Chair: Maeve Cummings**

- Continuing Studies Subcommittee— **Chair: Jeanea Lambeth**
- Departmental Academic Honors Subcommittee—**Chair: Michelle Hudiburg**
- Honors College Subcommittee—**Chair: Susan Schreiner**
- Writing Across the Curriculum Subcommittee—**Chair: Laura Covert**
- Diversity and Multicultural Affairs Subcommittee—**Chair: Ananda Jayawardhana**

B. Student Faculty Committee—Chair: Barb McClaskey

C. All University Committee—Chair: James McBain

D. Faculty Affairs Committee—Chair: Susan Schreiner

E. Constitution Committee—Chair: Mark Johnson

F. General Education Committee—Chair: Mark Johnson

G. Budget Committee—Chair: Kristen Maceli

All University Committees or Other Appointments

- **Academic Honesty Committee—Chair: Amy Hite**

V. Unfinished Business

a. Consideration of Resolution Concerning Concealed Carry

VI. New Business:

VII. Open Forum:

VIII. Adjournment

Next Faculty Senate Meeting: March 27th, 2017

Academic Affairs Committee
Registrar's Office Submission for Revisions
Spring 2017

The Registrar's Office has identified the following items that we ask be reviewed and approved for change effective Fall 2017.

1) Removal of restriction that a student with a bachelor's degree cannot pursue an associate degree. In the Undergraduate Degrees and Requirements section of the catalog under Requirements for the Associate Degree it currently reads under statement # 4

4. The associate degree will not be granted after a baccalaureate degree has been granted.

We would like to remove this statement and allow students with baccalaureate degrees to pursue an associate when that meets their current academic and/or career path.

2) Clarification is needed on the ability to select minors within the same department as the student's major. In the Undergraduate Degrees and Requirements section of the catalog under Requirements for All Baccalaureate Degrees.

CURRENT:

13. Minors must be selected from a different department than the major. (It is understood that, in the Department of Engineering Technology, technology minors can be earned in areas of study different from the major).

20. Minors chosen from the same department or discipline area may be awarded if at least nine hours are unique to that minor in reference to any major or emphasis area. Departments may legislate, as part of major requirements, any exception to this rule.

PROPOSED:

13. Minors typically must be selected from a different department than the major. Minors that are chosen from the same department or discipline area may be awarded if at least nine hours are unique to that minor in reference to any major or emphasis area. When the degree does not specify a minor requirement, departments may legislate a minor to be included with the major which varies from these guidelines.

~~**20.** Minors chosen from the same department or discipline area may be awarded if at least nine hours are unique to that minor in reference to any major or emphasis area. Departments may legislate, as part of major requirements, any exception to this rule.~~

3) Update to description of minor for Bachelor of Arts and Bachelor of Science as found in the Undergraduate Degrees and Requirements under Undergraduate Programs. Recent legislation for revised and new minors have as few as 15 to 18 hours. Regent policy only requires that a minor is not to exceed 24 hours. The current statement restricts choice of minors to not include the 15 and 18 hour minors.

CURRENT: (BACHELOR OF ARTS)

Requirements for a Minor

Each student must select one minor of at least 20 semester hours from among the following departments....Minors in English for speakers of other languages and special education for students majoring in family and consumer sciences-early childhood emphasis as well as Innovation Engineering require less than 20 hours. ...

PROPOSED: (remove any reference to 20 hours)

Requirements for a Minor

Each student must select one minor of at least 20 semester hours from among the following departments....~~Minors in English for speakers of other languages and special education for students majoring in family and consumer sciences early childhood emphasis as well as Innovation Engineering require less than 20 hours. ...~~

CURRENT: (BACHELOR OF SCIENCE)

Requirements for a Minor

Each student must select a minor that must be in a different field from the major. The social work and exercise science majors do not require a minor.

PROPOSED:

Requirement for a Minor

A minor for a Bachelor of Science is dependent on the major. Students should refer to the catalog or seek advice from their advisor on minor requirements for their selected major.

- 4) Requirements for Dual Degree as found in the Undergraduate Degrees and Requirements section of the catalog needs revised to address if a minor is needed when the student is pursuing more than one degree.

CURRENT:

A student who seeks to complete two degrees at Pittsburg State University in the same semester are required to file for a degree audit with the Degree Checking Office at the point this decision is made. Dual degrees require that General Education requirements for each degree be met. Also, minor requirements for each degree must be fulfilled. All Support Courses must be completed. Please review second degree policy shown above in #15 of Requirements for all Baccalaureate Degrees.

PROPOSED:

Students who seek to complete two or more degrees simultaneously at Pittsburg State University must meet the following requirements:

- 1) File for an official degree audit with the Degree Checking Office at the point this decision is made.
- 2) Meet the General Education requirements for each degree.
- 3) Verify requirements for a minor based on the student's choice for the first degree by contacting the Degree Checking Office.
- 4) Complete all Support Courses for each major.
- 5) Review #15 under Requirements for all Baccalaureate degrees, for policy relating to awarding of second bachelors applies for dual degrees.

- 5) Military Service as it relates to Credit for Prior Learning states that 'no more than 30 credit hours will be applied toward graduation for credit earned.' Although rare that a veteran would have 30 or more hours that transfer as meeting degree requirements, we see no need to state this here. A veterans would still need to meet same degree requirements as other students. Under Academic Regulations in the Credit for Prior Learning section of the catalog we would like to remove this statement.

PROPOSED:

Pittsburg State University generally follows the recommendations of the Office of Educational Credits listed by the American Council of Education (ACE). Advanced standing credits, as noted on the student's military transcript, will be given to veterans for formal service school courses

on the basis of ACE. ~~No more than 30 credit hours will be applied toward graduation for credit earned.~~

6. Change to policy on repeating of courses. Have learned that other Regent schools do allow students to repeat the grade of B. PSU does not offer correspondence courses and these are not common nor denoted on a transcript from another college. -- For discussion, leaving the inability to use test-out credit to repeat a course and adding anything about repeating A's for 'recency'.

CURRENT:

Repeated Courses

Only courses in which "C", "D", or "F" grades have been earned may be repeated. Students may not repeat a course failed in resident study via a correspondence course or credit by exam.

Grades earned on the final attempt will be used in computing the GPA. Grades earned on all previous attempts will continue to appear on the transcript, but will be marked as repeated and will not be calculated in the GPA.

PROPOSED:

Grades earned on the final attempt will be used in computing the GPA. Grades earned on all previous attempts will continue to appear on the transcript, but will be marked as repeated and will not be calculated in the GPA. Students may not repeat a course failed in resident study via credit by exam.

University Undergraduate Curriculum Committee Meeting
Meeting Minutes - February 8, 2017

Committee Members Present: Jim McBain (Chair), Amy Hite (ex-officio), Doug Younger (Recorder), Eric Harris, Chris Spera

Committee Members Not Present: none

Attendees: Scott Norman, Mark Johnson

Items for Consideration - Each item was reviewed individually and a motion made then seconded. All items are approved as presented with any suggestions/recommendations noted*. **Each motion carried 4-0.**

Request for New Course: Motion, Second, Carried

- AT 101 – Automotive Maintenance for All Majors
- IE 550 – Introduction to Innovation Engineering
- MGT 210 – Business Professionalism
- MGT 620 – Internship in Management
- MGT 630 – International Experience in Management
- MKTG 420 – Services Marketing
- MKTG 460 – Social Media Marketing
- MKTG 620 – Internship in Marketing
- MKTG 630 – International Experience in Marketing

Request for Revisions to a Course: Motion, Second, Carried

- MECET 682 – Heat Transfer
- MGMKT 101 – Introduction to Business *
(tabled for General Education approval, approval received, approved via email vote on 2/10)
- MGMKT 105 – Introduction to Entrepreneurship *
(tabled for General Education approval, approval received, approved via email vote on 2/10)
- MGMKT 310 – Basic Quantitative Methods
- MGMKT 320 – Business Statistics
- MGMKT 325 – Topics in Business
- MGMKT 327 – Management and Organizational Behavior
- MGMKT 330 – Principles of Marketing
- MGMKT 430 – Consumer Behavior
- MGMKT 435 – Retail Management
- MGMKT 477 – Quantitative Decision Making
- MGMKT 481 – Advertising Management
- MGMKT 482 – Sales Management
- MGMKT 534 – Marketing Research
- MGMKT 600 – Topics in Business
- MGMKT 603 – Senior Honors Project 1
- MGMKT 604 – Senior Honors Project 2
- MGMKT 626 – Operations Management
- MGMKT 628 – Advance Organizational Behavior
- MGMKT 629 – Human Resource Management
- MGMKT 631 – Advanced Marketing Management
- MGMKT 645 – Business Strategy
- MGMKT 650 – Quality Management

Request for Deletion of a Course: Motion, Second, Carried

- None

Requests for New Minor/Emphasis/Certificate: **Motion, Second, Carried**

- New Certificate in Economics, Finance and Banking – Kansas Insurance Certificate *
(was returned to COB for clarification, clarification received, approved via email vote on 2 /10)

Request for Revision to Curriculum: **Motion, Second, Carried**

- AT – Emphasis in Automotive Technology – Removing 1 course & added 7 new courses already legislated.
- AT – Emphasis in Automotive Collision Repair and Insurance Management – Removal of name “Automotive” and changing two courses
- AT – Emphasis in Automotive Manufacturing Management – Removal of name “Automotive”.
- AT – Emphasis in Diesel and Heavy Equipment – Remove 1 course and add 2 courses already legislated.
- AT – Emphasis in Automotive Service Management and Marketing – Name change and change 1 course.

Approved items scheduled to be on the February 27, 2017 agenda of Faculty Senate.

Faculty Senate Resolution 16002

Resolution Objecting to Allowing Concealed Weapons on the ESU Campus

Whereas, the Faculty Senate is concerned about the safety of the campus community, and

Whereas, the vast majority of students and faculty who participated in the Docking Institute survey expressed opposition to allowing concealed weapons on campus, and

Whereas, the Faculty Senate is authorized to speak on behalf of the faculty at Emporia State University,

Therefore, be it resolved in the strongest possible language that the Faculty Senate wishes to express its opposition to allowing concealed weapons on the Emporia State University campus.

**Faculty Senate Resolution on Campus Concealed Carry
Resolution 1-2017**

WHEREAS the Faculty Senate of Fort Hays State University shares the desire of the Kansas State Legislature and the Kansas Board of Regents to act in the best interests of our universities;

WHEREAS the leadership of the various universities, having the clearest understanding of their particular campuses, are the people most likely to be able to identify the best interests of their students, faculty, and staff;

WHEREAS current data indicate that policies that allow individuals to bring firearms onto college campuses are unlikely to lead to fewer mass shootings or fewer casualties from those shootings,¹ and indeed could have a deleterious impact on the safety of students, faculty, and staff²;

WHEREAS the Supreme Court of the United States has not recognized a right under the Second Amendment to the Constitution to carry guns on university campuses, writing in *D.C. v. Heller* that 'nothing in our opinion should be taken to cast doubt on . . . laws forbidding the carrying of firearms in sensitive places such as schools'²;

THEREFORE, BE IT RESOLVED THAT the Faculty Senate of Fort Hays State University strongly opposes any requirement that concealed handguns be permitted on the FHSU campus, and respectfully urges the Kansas State Legislature to uphold the tradition of local control of our universities by continuing the exemption to the Personal and Family Protection Act, and permitting the leadership of FHSU to determine the wisest policy regarding firearms on our campus.

¹ Webster, Daniel W., et al. 2016. Firearms on Campus: Research Evidence and Policy Implications. Johns Hopkins Center for Gun Policy and Research. Retrieved 2/2/17.

² 554 U.S. 570 (2008). This case identified an individual right to keep and bear arms.

Gun Resolution Passed by Faculty Senate on February 14, 2017

The Faculty Senate of the Kansas State University is composed of the elected representatives of staff and faculty at the University and is charged with acting on their behalf.

Sixty three percent of the KSU staff, students, and faculty who participated in the **January 2016 Docking Institute survey** expressed opposition to allowing concealed weapons on campus. Safety concerns are highlighted by a recent incident in a KSU dormitory, where a student accidentally discharged a firearm and injured himself. We are also concerned about the negative effect of concealed weapons on classroom climate.

Therefore, the Faculty Senate of Kansas State University, on behalf of our constituencies, would like to express our support of (1) respecting local control by continuing the exemption to the Personal and Family Protection Act and (2) allowing our campus communities to choose whether or not weapons are allowed on our KSU campuses.

Resolution Objecting to Allowing Concealed Weapons on KU Campuses December 1, 2016

The University Senate of the University of Kansas is composed of the elected representatives of staff, students, and faculty at the University and is charged with acting in behalf of the staff, students, and faculty.

Eighty-two percent of the KU staff, students, and faculty who participated in the January 2016 Docking Institute survey expressed opposition to allowing concealed weapons on campus.¹

Moreover, current research indicates that the net effect of campus carry on the safety of college students, faculty, and staff is likely to be more deaths, more nonfatal gunshot wounds, and more threats with a firearm that are traumatizing to victims.²

Therefore, the University Senate wishes to express its opposition, in the strongest possible terms, to allowing concealed weapons on the University of Kansas campuses.

On behalf of our constituencies, we urge the Kansas State Legislature (1.) to respect local control by continuing the exemption to the Personal and Family Protection Act and (2.) to allow our campus communities to choose whether or not weapons are allowed on our KU campuses.

Joseph Harrington
University Senate President
University of Kansas (Lawrence)

¹ Brinker, Gary, Bethanny Lenneman, Ryan L. Swayne. 2016. Kansas Board of Regents Council of Faculty Presidents Campus Employees' Weapons Survey. Docking Institute of Public Affairs, Fort Hays State University.
Retrieved 11/15/16:
[https://www.fhsu.edu/uploadedFiles/executive/docking/Regents%20FacultyStaff%20Gun%20Survey%202015%20\(2\).pdf](https://www.fhsu.edu/uploadedFiles/executive/docking/Regents%20FacultyStaff%20Gun%20Survey%202015%20(2).pdf)

² Webster, Daniel W., et al. 2016. Firearms on Campus: Research Evidence and Policy Implications. Johns Hopkins Center for Gun Policy and Research. Retrieved 11/15/16:
<http://www.jhsph.edu/research/centers-and-institutes/johns-hopkins-center-for-gun-policy-and-research/pdfs/GunsOnCampus.pdf>

Resolution Objecting to Allowing Concealed Weapons on Wichita State University Campuses February 6, 2017

The Faculty Senate of the Wichita State University (WSU) is comprised of the elected representatives of faculty at the University and is charged with acting in behalf of faculty.

We present you this resolution to:

- a. express our recognition of recent university committee efforts to address how to implement the impending changes to the Kansas concealed carry legislation while seeking to limit the potential adverse effects of the impending expiration of the current campus exemption to this legislation.
- b. express our concern that the current efforts to address the expiration of the campus exemption to the Kansas concealed carry legislation going into effect starting July 1, 2017, has failed to reconcile the outspoken and well-documented concerns related to the introduction of legalized concealed carry on our campus.
- c. express our opposition to the legalization of weapons/guns on campus.
- d. call for a continuance of the current campus exemption as a means of preserving the spirit of an open academic and educational framework on our campus where speech, thought and personal growth through learning and addressing challenges in a positive manner can be encouraged without inhibitions.
- e. call to your attention to the results of the 2015-2016 state employee gun survey (Docking Institute of Public Affairs) where 77% of a total of 10,886 university faculty and staff responders opposed guns on campus and called for an extension of the campus exemption past July 1, 2017.
- f. call to your attention to the results subset of the 2015-2016 state employee gun survey (Docking Institute of Public Affairs) specific to Wichita State University. The results mirror those of the state-wide survey and speaks to the local concern and opposition to the expiration of the current campus exemption to the Kansas concealed carry legislation. A total of 73% of faculty and staff responding to the survey opposed legalizing guns on campus and favored keeping the Wichita State University campus exempt.

- g. call your attention research to social research that raises concerns about the net effect legalization of guns on campus will have the on the safety of college students, faculty, and staff¹.

Therefore, the Faculty Senate expresses its opposition, in the strongest possible terms, to legalizing concealed weapons on Wichita State University campuses. We call most adamantly for the continuation of the campus exemption currently afforded our campus.

On behalf of our constituencies, we urge the Kansas State Legislature 1) to respect local control by continuing the exemption to the Personal and Family Protection Act and 2) to allow our campus communities to choose whether or not weapons are allowed on our WSU campuses.

¹ Webster, Daniel W., et al. 2016. Firearms on Campus: Research Evidence and Policy Implications. Johns Hopkins Center for Gun Policy and Research. Retrieved 11/15/16:
<http://www.jhsph.edu/research/centers-and-institutes/johns-hopkins-center-for-gun-policy-and-research/pdfs/GunsOnCampus.pdf>

Resolution Objecting to Allowing Concealed Carry on PSU Campus February, 2017

The Pittsburg State University Faculty Senate have the responsibility to adopt policies, regulations, and procedures intended to achieve the educational objectives of the University.

The PSU Faculty Senate is concerned about the safety of the learning environment on our campus.

Sixty-one percent of the PSU staff and faculty who participated in the January 2016 Docking Institute survey expressed opposition to allowing concealed carry on campus.¹

Moreover, current research indicates that the net effect of campus carry on the safety of college students, faculty and staff is likely to be more deaths, more nonfatal gunshot wounds, and more threats with a firearm that are traumatizing to victims.²

Therefore, the PSU Faculty Senate wishes to express its opposition to allowing concealed carry on the Pittsburg State University campus.

On behalf of our constituencies, we urge the Kansas State Legislature to respect local control by continuing the exemption to the Personal and Family Protection Act and to allow our campus communities to choose whether or not concealed carry is allowed on our PSU campus.

¹ Brinker, Gary, Bethanny Lenneman, Ryan L. Swayne. 2016. Kansas Board of Regents Council of Faculty Presidents Campus Employees' Weapons Survey. Docking Institute of Public Affairs, Fort Hays State University. Retrieved 02/05/17: [https://www.fhsu.edu/uploadedFiles/executive/docking/Regents%20FacultyStaff%20Gun%20Survey%202015%20\(2\).pdf](https://www.fhsu.edu/uploadedFiles/executive/docking/Regents%20FacultyStaff%20Gun%20Survey%202015%20(2).pdf)

² Webster, Daniel W., et al. 2016. Firearms on Campus: Research Evidence and Policy Implications. Johns Hopkins Center for Gun Policy and Research. Retrieved 02/05/17: http://www.jhsph.edu/research/centers-and-institutes/johns-hopkins-center-for-gun-policy-and-research/_pdfs/GunsOnCampus.pdf

Request for New Minor/Emphasis/Certificate

Proposal for a New: ☐ Minor ☐ Emphasis ☒ Certificate

Department: Economics, Finance and Banking College: Kelce College of Business

Submission Date: 10-21-2016

Effective: Fall, Fall 2017
(Year)

Contact Person: Kevin Bracker ☐ Faculty member ☒ Chair

Title of Proposed Minor/Emphasis /Certificate: Kansas Insurance Certificate

Purpose/Justification for Minor/Emphasis/Certificate: This certificate program was initiated based on the recommendation from the Kansas Insurance Education Foundation and the Kansas Insurance Commissioner's Office. It is designed to be offered through a consortium of universities with the State of Kansas system. The purpose is to better prepare students who earn the certificate to enter the field of insurance and fill the growing need for employment in this industry.

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.

The Kansas Insurance Certificate Program is designed to be a cross-university program where students can take courses at any of the participating universities and have them count towards the certificate. As such, the classes offered by PSU will need to be offered as an online course at least once a year to allow students from other participating universities to enroll.

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.

The extent at which it would involve other departments within the university is that some of their courses could be used as an elective in the certificate program. This would not impact their courses with respect to content, prerequisites or delivery method and would only provide an opportunity for students to count those courses towards the completion of the certificate requirements.

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.):
Two new courses will be offered online which will use technology resources.

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.)?
The primary cost will be associated with development and delivery of two new courses (FIN 208 and FIN 210) associated with the certificate program. The initial funding for this is being met with a grant from the KIEF.

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 10-24-16 Signature, Department Chairperson Kevin Buckner
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair T. J. Go
- ☒ Approved: Dean of College
Date 01/11/17 Signature, Dean Paul W. Go
- ☐ 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 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ 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
NEW CERTIFICATE

Pittsburg State University
1701 South Broadway, Pittsburg, KS 66762

Kelce College of Business
Department of Economics, Finance and Banking

New Certificate:

Kansas Insurance Certificate
(CIP: 52.0801)

☒ **New**

☐ **Derived from Existing Program**

PROPOSAL FOR NEW CERTIFICATE
Kansas Board of Regents

Submitted by: **Kelce College of Business**
 Department of Economics, Finance and Banking
 Pittsburg State University

I. Indicate major in which the certificate will be located:

Bachelor of Business Administration with a Major in Finance – CIP: 52.0801

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

Name: **Kansas Insurance Certificate – CIP: 52.0801**

Description of Purpose:

This certificate will serve in assisting current students as well as those who have already graduated but desire to enter insurance profession. The curriculum for this certificate will provide participants with a foundation in the theory and practice of insurance and issues facing those with careers in the field of insurance. In addition, it will help prepare students to understand the insurance markets as consumers.

This program can enhance all majors through a certificate that is less intensive in terms of course requirements than most minors and still provides the background which will help students initiate a career in insurance. The certificate program was proposed by the Kansas insurance industry with the support of the Kansas Insurance Commissioner and is designed to be a joint insurance certificate program supported through a network of universities in the State of Kansas. This was done because of the need for qualified employees in the field and the recognition that these potential employees can come from a variety of educational disciplines.

III. Provide curriculum for the new certificate:

Name of Certificate: Kansas Insurance Certificate

Course Name & Number	Credit Hours
FIN 208 Introduction to Risk Management and Insurance	3
Select two of the following:	6
FIN 210 – Personal Financial Planning (PSU) or	

FINAN661 Financial Planning (Kansas State University)	3
BU 378 – Life and Health Insurance (Washburn)	3
FIN 680 – Retirement and Employment Benefit Planning (Fort Hays State University)	3
XXXXX – Property and Casualty Insurance (University of Kansas)	3
Select one of the following:	
FIN 623 – Financial Institutions and Markets	3
MGMKT 320 – Business Statistics	3
MGMKT 482 – Sales Management	3
ACCTG 411 – Individual Taxation	3
AT 464 – Damage Analysis, Estimating and Insurance Appraisal	3
An additional course from the previous category	3

IV. Faculty resources:

- A. Number of FTE faculty who teach in the major, including all certificates: 3
In addition, adjunct instructors will be hired to teach FIN 208 and FIN 210 with grant funding currently in place for the first year of each. Courses outside the major are already in place and being offered to meet the needs of those departments.
- B. Rank of faculty:
- | | |
|----------------------|---|
| Instructors | 0 |
| Assistant Professors | 1 |
| Associate Professors | 0 |
| Professors | 2 |
- C. Preparation of faculty (indicate level of degrees):
- | | |
|-----------|---|
| Bachelors | 0 |
| Masters | 0 |
| Doctors | 3 |
- D. Explain other instructional responsibilities of faculty. (e.g. list service courses in school or for other schools/majors):

Business Finance is a required course for all business majors and minors. Financial Strategy is a required course for all MBA students. The other courses (6 in total) are specific to finance majors.

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business

Submission Date: 11/28/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This change was approved by the faculty of the Kelce College of Business.

Purpose/Justification for Revision to Course: Requiring this of business majors will provide them not only with an integrative capstone experience but will also provide them with an overview of the Kelce College of Business. Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors and discipline

Existing Course:

Course Number: MGMKT 101

Title of Course: Introduction to Business

Credit Hours: 3

Prerequisite: _____

Course Description (as it appears in the current catalog): A descriptive introduction to the modern business world and an interpretation of the functional areas of business. The development of the business firm and its environment. For non-business and business majors. Not open to students who have completed more than nine hours in Kelce School courses.

Proposed Course:

Course Number: MGT 101

Title of Course: Introduction to Business

Credit Hours: 3

Prerequisite: _____

Course Description (as it will appear in the next catalog): A descriptive introduction to the modern business world and an interpretation of the functional areas of business. The development of the business firm and its environment. Required for all business majors.

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:

Students should be able to function responsibly in the world in which they live, part IV, producing and consuming. Achievement of these learning goals will be assessed using exams and a rubric for an ethics assignment.

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.)?

Will need more faculty or adjuncts

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/10/17 Signature, Dean [Signature]
- ☒ Approved: General Education Committee (if applicable)
Date 2-8-17 Signature, General Education Committee Chair Mark L. Johnson
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing

College: Kelce College of Business

Submission Date: 11/28/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

Reactivation and update of existing, inactive course. Students may take in lieu of MGT 101.

Purpose/Justification for Revision to Course: Will allow Business majors to take. Separated MGMT prefix into three separate prefixes reflecting the appropriate majors and discipline

Existing Course:

Course Number: MGMT 105

Title of Course: Introduction to Entrepreneurship

Credit Hours: 3

Prerequisite: _____

Course Description (as it appears in the current catalog): A course designed to familiarize students with the world of small business. Students analyze their personal strengths and weaknesses as they relate to launching an entrepreneurial career. Considerable attention is given to the concepts of planning, financing, starting and managing a new business.

Proposed Course:

Course Number: MGT 105

Title of Course: Introduction to Entrepreneurship

Credit Hours: 3

Prerequisite: _____

Course Description (as it will appear in the next catalog): An introduction to the process of business start-up with special attention paid to planning, financing, starting, and managing a new business. May be taken in lieu of MGT 101 Introduction to Business.

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:

Students should be able to function responsibly in the world in which they live, part IV, producing and consuming. Achievement of these learning goals will be assessed using exams and a rubric for an ethics assignment.

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

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

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

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

None anticipated

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/5/17 Signature, Dean [Signature]
- ☒ Approved: General Education Committee (if applicable)
Date 2-8-17 Signature, General Education Committee Chair Mark L. Johnson
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of BusinessSubmission Date: 11/28/16Contact Person: Lynn M Murray ☐ Faculty member ☒ ChairRevision Effective: WF 2017 (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.*This minor change in regards to course prefix and number will affect all Kelce College majors as all Kelce majors must take this course. These changes have been discussed by the Kelce College faculty.Purpose/Justification for Revision to Course: New course prefix and number to better identify a specific discipline and course sequence**Existing Course:**Course Number: MGMKT 310Title of Course: Basic Quantitative MethodsCredit Hours: 3Prerequisite: A grade of "C" or better in MATH 110 College Algebra with Review or MATH 113 College Algebra or MATH 126 Pre-Calculus and 55 hours completedCourse Description (as it appears in the current catalog): An overview of quantitative methods for managers, using data to solve managerial problems, representing data through graphing, understanding index numbers to signify rates of change, basic financial principles (including time value of money, annuities, etc.), an introduction to linear programming, rates of change and basic differentiation. Prerequisite: A grade of "C" or better in MATH 110 College Algebra with Review or MATH 113 College Algebra or MATH 126 Pre-Calculus and 55 hours completed**Proposed Course:**Course Number: MGT 320Title of Course: Basic Quantitative MethodsCredit Hours: 3

Prerequisite: A grade of "C" or better in MATH 110 College Algebra with Review or MATH 113 College Algebra or MATH 126 Pre-Calculus and 55 hours completed. .

Course Description (as it will appear in the next catalog): An overview of quantitative methods for managers, using data to solve managerial problems, representing data through graphing, understanding index numbers to signify rates of change, basic financial principles (including time value of money, annuities, etc.), linear algebra for business applications, rates of change and basic differentiation. Prerequisite: A grade of "C" or better in MATH 110 College Algebra with Review or MATH 113 College Algebra or MATH 126 Pre-Calculus and 55 hours completed.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/09/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 10/20/16

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This minor change in regards to course prefix and number will affect all Kelce College majors as all Kelce majors must take this course. These changes have been discussed by the Kelce College faculty.

Purpose/Justification for Revision to Course: New course prefix and number to better identify a specific discipline and course sequence

Existing Course:

Course Number: MGMKT 320

Title of Course: Business Statistics

Credit Hours: 3

Prerequisite: "C" in MATH 143 Elementary Statistics or equivalent, and junior standing

Course Description (as it appears in the current catalog): Bayesian theory, probability distributions, decision trees, hypothesis testing, power curves, sampling theory, index numbers, and regression analysis. Prerequisite: "C" in MATH 143 Elementary Statistics or equivalent, and junior standing.

Proposed Course:

Course Number: MGT 310

Title of Course: Business Statistics

Credit Hours: 3

Prerequisite: "C" in MATH 143 Elementary Statistics or equivalent, and junior standing

Course Description (as it will appear in the next catalog): Bayesian theory, probability distributions, decision trees, hypothesis testing, power curves, sampling theory, index numbers, and regression analysis. Prerequisite: "C" in MATH 143 Elementary Statistics or equivalent.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 10/20 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/5/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/16/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
 Submission Date: 11/30/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective aimed only at Management majors and minors.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors

Existing Course:

Course Number: MGMKT 325

Title of Course: Topics in Business

Credit Hours: 1-3

Prerequisite: Junior Standing

Course Description (as it appears in the current catalog): Study of specific topics in business. A specific subject area will be identified each time the course is offered. May be repeated if a topic is different. Prerequisite: Junior standing

Proposed Course:

Course Number: MGT 410

Title of Course: Topics in Management

Credit Hours: 1-3

Prerequisite: 45 credit hours completed or permission of instructor

Course Description (as it will appear in the next catalog): Study of specific topics in management. A specific subject area will be identified each time the course is offered. May be repeated if topic is different. Prerequisite: 45 credit hours completed or permission of instructor.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/11/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing

College: Kelce College of Business

Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective aimed only at Marketing majors and minors.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors

Existing Course:

Course Number: MGMKT 325

Title of Course: Topics in Business

Credit Hours: 1-3

Prerequisite: Junior Standing

Course Description (as it appears in the current catalog): Study of specific topics in business. A specific subject area will be identified each time the course is offered. May be repeated if a topic is different. Prerequisite: Junior standing

Proposed Course:

Course Number: MKTG 410

Title of Course: Topics in Marketing

Credit Hours: 1-3

Prerequisite: 45 credit hours completed or permission of instructor

Course Description (as it will appear in the next catalog): Study of specific topics in marketing. A specific subject area will be identified each time the course is offered. May be repeated if topic is different. Prerequisite: 45 credit hours completed or permission of instructor.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/16/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and MarketingCollege: Kelce College of BusinessSubmission Date: 11/28/16Contact Person: Lynn M Murray ☐ Faculty member ☒ ChairRevision Effective: WF 2017 (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.

This minor change in regards to course prefix and number will affect all Kelce College majors as all Kelce majors must take this course. These changes have been discussed by the Kelce College faculty.

Purpose/Justification for Revision to Course: New course prefix and number to better identify a specific discipline and course sequence

Existing Course:

Course Number: MGMKT 327Title of Course: Management and Organizational BehaviorCredit Hours: 3Prerequisite: Junior Standing

Course Description (**as it appears in the current catalog**): Theories of organization design, structure and dynamics of behavior that foster effective communication and interaction between individuals, groups and organizations. Lecture, experiential learning, cases. Prerequisite: Junior standing

Proposed Course:

Course Number: MGT 330Title of Course: Management and Organizational BehaviorCredit Hours: 3Prerequisite: 45 credit hours completed and MGT 101 Introduction to Business.

Course Description (**as it will appear in the next catalog**): Theories of organization design, structure and dynamics of behavior that foster effective communication and interaction between individuals, groups and organizations. Pedagogies include lecture, experiential learning, cases. Prerequisite: 45 credit hours completed and MGT 101 Introduction to Business.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/3/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/01/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
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Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is a required course for all Kelce majors and some of the minors. This change is known by the College and the Kelce Leadership Team.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors

Existing Course:

Course Number: MGMKT 330

Title of Course: Principles of Marketing

Credit Hours: 3

Prerequisite: Junior Standing

Course Description (as it appears in the current catalog):

Distribution of goods and services. Product planning, channels of distribution, pricing, advertising and personal selling. Emphasizes role of consumer. Prerequisite: Junior standing.

Proposed Course:

Course Number: MKTG 330

Title of Course: Principles of Marketing

Credit Hours: 3

Prerequisite: MGT 101; Psych 155; Econ 201 or 202; 45 credit hours

Course Description (as it will appear in the next catalog): Provides an overview of marketing, focusing on the functions, institutions, channels, and processes used to distribute goods and services from producer to consumer. Prerequisites: MGT 101; Psych 155; Econ 201 or 202; 45 credit hours

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/17/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/17/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
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Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is a required course for Marketing majors and minors

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors

Existing Course:

Course Number: MGMKT 430

Title of Course: Consumer Behavior

Credit Hours: 3

Prerequisite: MGMKT 330 Principles of Marketing

Course Description (as it appears in the current catalog):

Consumer behavior theories and models; internal influencing forces of needs, motivation, perception, learning, attitudes, and personality; external influencing forces of demographics, culture, social class, family, reference groups, and marketing communication. Prerequisite: MGMKT 330 Principles of Marketing and PSYCH 155 General Psychology.

Proposed Course:

Course Number: MKTG 510

Title of Course: Consumer Behavior

Credit Hours: 3

Prerequisite: MKTG 330 Principles of Marketing

Course Description (as it will appear in the next catalog): Consumer behavior theories and models; internal influencing forces of needs, motivation, perception, learning, attitudes, and personality; external influencing forces of demographics, culture, social class, family, reference groups, and marketing communication. Prerequisite: MKTG 330 Principles of Marketing and PSYCH 155 General Psychology.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/5/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/16/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business

Submission Date: 11/10/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective for marketing majors and minors

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors; revised course name and description to more fully reflect the relationship between retail and distribution channels.

Existing Course:

Course Number: MGMKT 435

Title of Course: Retail Management

Credit Hours: 3

Prerequisite: MGMKT 330 Principles of Marketing

Course Description (as it appears in the current catalog):

Retail management description: Store location, layout, sales promotion, buying, pricing, personnel management, credit, and stock control. Analysis of case problems. Prerequisite: MGMKT 330 Principles of Marketing..

Proposed Course:

Course Number: MKTG 430

Title of Course: Retail and Channels Management

Credit Hours: 3

Prerequisite: MKTG 330 Principles of Marketing

Course Description (as it will appear in the next catalog): Overview of marketing strategies related to marketing channels and retail management. Topics include the nature of retailing, retail marketing strategies; retail buying and selling; marketing channels; and the relationship between retailing and channels. Prerequisite: MKTG 330 Principles of Marketing

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/14 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/17/14 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/17/14 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/30/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This is part of the degree program for every Kelce College of Business major. Approved by faculty.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors

Existing Course:

Course Number: MGMKT 477

Title of Course: Quantitative Decision Making

Credit Hours: 3

Prerequisite: "C" in MATH 143 Elementary Statistics, MGMKT 310 Basic Quantitative Business Methods and junior standing.

Course Description (as it appears in the current catalog): Quantitative and analytical approaches to management problems. Prerequisite: "C" in MATH 143 Elementary Statistics, MGMKT 310 Basic Quantitative Business Methods and junior standing.

Proposed Course:

Course Number: MGT 420

Title of Course: Quantitative Decision Making

Credit Hours: 3

Prerequisite: "C" in MATH 143 Elementary Statistics, MGT 320 Basic Quantitative Business Methods and junior standing.

Course Description (**as it will appear in the next catalog**): Applications of quantitative and analytical approaches to decision making problems in business. Topics include linear programming, distribution and network models problems, integer linear programming, and decision analysis. Prerequisite: "C" in MATH 143 Elementary Statistics, MGT 320 Basic Quantitative Business Methods and junior standing.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/3/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/3/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/10/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective for marketing majors and minors

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors; combined two classes to more accurately reflect workload and relationship of courses

Existing Course:

Course Number: MGMKT 481

Title of Course: Advertising Management

Credit Hours: 3

Prerequisite: MGMKT 330 Principles of Marketing

Course Description (as it appears in the current catalog):

Advertising management in relation to overall marketing program; analysis of advertising strategy, organization, and media selection; measurement of effectiveness; social and economic aspects. Prerequisite: MGMKT 330 Principles of Marketing.

Proposed Course:

Course Number: MKTG 440

Title of Course: Advertising Management

Credit Hours: 3

Prerequisite: MKTG 330 Principles of Marketing

Course Description (as it will appear in the next catalog): Advertising management in relation to overall marketing program; analysis of advertising strategy, organization, and media selection; measurement of effectiveness; social and economic aspects. Prerequisite: MKTG 330 Principles of Marketing.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/17/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/17/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business

Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective for marketing majors and minors

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors; renamed class to reflect content more accurately.

Existing Course:

Course Number: MGMKT 482

Title of Course: Sales Management

Credit Hours: 3

Prerequisite: MGMKT 330 Principles of Marketing

Course Description (as it appears in the current catalog):

The role of the sales manager and the decisions under the manager's control: territorial planning, sales forecasting, quota setting; recruiting, selecting, training, and leading sales personnel controlling the sales management function.

Prerequisite: MGMKT 330 Basic Marketing.

Proposed Course:

Course Number: MKTG 450

Title of Course: Personal Selling and Sales Management

Credit Hours: 3

Prerequisite: MKTG 330 Principles of Marketing

Course Description (as it will appear in the next catalog): Study of professional selling practices and philosophies.

Provides an introduction to the basic activities of sales management and personal selling skills. Topics covered include training, recruiting, motivation, evaluation and compensation of sales force; time and territory management; personal selling process; sales ethics. Prerequisite: MKTG 330 Principles of Marketing.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/5/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/6/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is required for marketing majors and minors

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors

Existing Course:

Course Number: MGMKT 534

Title of Course: Marketing Research

Credit Hours: 3

Prerequisite: MGMKT 330 Principles of Marketing and MGMKT 320

Course Description (as it appears in the current catalog):

Nature and scope of marketing research, scientific method and research techniques, procedures, questionnaire design, sampling, data analysis, and research report writing. Prerequisites: MGMKT 330 Principles of Marketing and MGMKT 320 Business Statistics.

Proposed Course:

Course Number: MKTG 520

Title of Course: Marketing Research

Credit Hours: 3

Prerequisite: MKTG 330 Principles of Marketing; MGT 310 Business Statistics; MKTG 510 Consumer Behavior

Course Description (**as it will appear in the next catalog**): Nature and scope of marketing research, scientific method and research techniques, procedures, questionnaire design, sampling, data analysis, and research report writing.
Prerequisites: MKTG 330 Principles of Marketing, MKTG 510 Consumer Behavior, and MGT 320 Business Statistics.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/5/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/6/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/10/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective aimed only at management majors and minors.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors; changed hours for flexibility

Existing Course:

Course Number: MGMKT 600

Title of Course: Topics in Business

Credit Hours: 3

Prerequisite: 55 hours completed.

Course Description (as it appears in the current catalog): Study of specific advanced topics in business. A specific subject area will be identified each time the course is offered. May be repeated if a topic is different. Prerequisite: 55 hours completed

Proposed Course:

Course Number: MGT 610

Title of Course: Topics in Management

Credit Hours: 1-3

Prerequisite: Junior Standing

Course Description (as it will appear in the next catalog): Study of specific advanced topics in management. A specific subject area will be identified each time the course is offered. May be repeated if topic is different. Prerequisite: Junior standing

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/05/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business

Submission Date: 11/10/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective aimed only at Marketing majors and minors.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors; changed hours for flexibility

Existing Course:

Course Number: MGMKT 600

Title of Course: Topics in Business

Credit Hours: 3

Prerequisite: 55 hours completed

Course Description (as it appears in the current catalog): Study of specific advanced topics in business. A specific subject area will be identified each time the course is offered. May be repeated if a topic is different. Prerequisite: 55 hours completed

Proposed Course:

Course Number: MKTG 610

Title of Course: Topics in Marketing

Credit Hours: 1-3

Prerequisite: Junior Standing

Course Description (as it will appear in the next catalog): Study of specific advanced topics in marketing. A specific subject area will be identified each time the course is offered. May be repeated if topic is different. Prerequisite: Junior standing

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/17/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/09/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
 Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective aimed only at Marketing majors and minors.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors - this course had been one course available for all three majors

Existing Course:

Course Number: MGMKT 603

Title of Course: Senior Honors Project 1

Credit Hours: 3

Prerequisite: _____

Course Description (as it appears in the current catalog): The Senior Honors Project is an optional way to earn Departmental Academic Honors for students who are members of the Honors College. The course is a two semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 1 is the first course in the sequence and will focus on the fundamental development of the project and preliminary scope of work to be completed. Students will receive a grade of A, B, IP (in progress) or NC (no credit) for each enrollment of the Senior Honors Project. A grade of NC voids the process and the student must then complete their Departmental Academic Honors in the traditional way.

Proposed Course:

Course Number: MKTG 640

Title of Course: Senior Honors Project 1 in Marketing

Credit Hours: 3

Prerequisite: _____

Course Description (as it will appear in the next catalog): The Senior Honors Project is an optional way to earn Departmental Academic Honors for students who are members of the Honors College. The course is a two semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 1 is the first course in the sequence and will focus on the fundamental development of the project and preliminary scope of work to be completed. Students will receive a grade of A, B, IP (in progress) or NC (no credit) for each enrollment of the Senior Honors Project. A grade of NC voids the process and the student must then complete their Departmental Academic Honors in the traditional way.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/17/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/17/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of BusinessSubmission Date: 11/11/2016Contact Person: Lynn M Murray ☐ Faculty member ☒ ChairRevision Effective: WF 2017 (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.*This course is an elective aimed only at Marketing majors and minors.Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors - this course had been one course available for all three majors**Existing Course:**Course Number: MGMKT 603Title of Course: Senior Honors Project 1Credit Hours: 3

Prerequisite: _____

Course Description (as it appears in the current catalog): The Senior Honors Project is an optional way to earn Departmental Academic Honors for students who are members of the Honors College. The course is a two semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 1 is the first course in the sequence and will focus on the fundamental development of the project and preliminary scope of work to be completed. Students will receive a grade of A, B, IP (in progress) or NC (no credit) for each enrollment of the Senior Honors Project. A grade of NC voids the process and the student must then complete their Departmental Academic Honors in the traditional way.

Proposed Course:Course Number: MGT 640Title of Course: Senior Honors Project 1 in ManagementCredit Hours: 3

Prerequisite: _____

Course Description (as it will appear in the next catalog): The Senior Honors Project is an optional way to earn Departmental Academic Honors for students who are members of the Honors College. The course is a two semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 1 is the first course in the sequence and will focus on the fundamental development of the project and preliminary scope of work to be completed. Students will receive a grade of A, B, IP (in progress) or NC (no credit) for each enrollment of the Senior Honors Project. A grade of NC voids the process and the student must then complete their Departmental Academic Honors in the traditional way.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/11 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/12 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/6/12 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/12 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
 Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective aimed only at management majors and minors.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors - this course had been one course available for all three majors

Existing Course:

Course Number: MGMKT 604

Title of Course: Senior Honors Project 2

Credit Hours: 3

Prerequisite: Senior Honors Project 1

Course Description (as it appears in the current catalog): The Senior Honors Project is an optional way to earn Departmental Academic Honors for students who are members of the Honors College. The course is a two semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 2 is the culmination of the project started in Senior Honors Project 1 and will result in a public presentation of the work. Students must earn a grade of A or B to receive credit for this course. Failure to complete the course with a grade of A or B will void this option and students will have to satisfy their Departmental Academic Honors requirement in the traditional way. There will be no IP (in progress) or IN (incomplete) grades for this course. Projects must be done by the end of the spring term to count towards Departmental Academic Honors requirements.

Prerequisite: Senior Honors Project 1

Proposed Course:

Course Number: MGT 641

Title of Course: Senior Honors Project 2 in Management

Credit Hours: 3

Prerequisite: Senior Honors Project 1 in Management

Course Description (as it will appear in the next catalog): The Senior Honors Project is an optional way to earn Departmental Academic Honors for students who are members of the Honors College. The course is a two semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 2 is the culmination of the project started in Senior Honors Project 1 and will result in a public presentation of the work. Students must earn a grade of A or B to receive credit for this course. Failure to complete the course with a grade of A or B will void this option and students will have to satisfy their Departmental Academic Honors requirement in the traditional way. There will be no IP (in progress) or IN (incomplete) grades for this course. Projects must be done by the end of the spring term to count towards Departmental Academic Honors requirements.

Prerequisite: Senior Honors Project 1 in Management

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 2/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 4/5/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 4/6/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is an elective aimed only at Marketing majors and minors.

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors - this course had been one course available for all three majors

Existing Course:

Course Number: MGMKT 604

Title of Course: Senior Honors Project 2

Credit Hours: 3

Prerequisite: Senior Honors Project 1

Course Description (as it appears in the current catalog): The Senior Honors Project is an optional way to earn Departmental Academic Honors for students who are members of the Honors College. The course is a two semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 2 is the culmination of the project started in Senior Honors Project 1 and will result in a public presentation of the work. Students must earn a grade of A or B to receive credit for this course. Failure to complete the course with a grade of A or B will void this option and students will have to satisfy their Departmental Academic Honors requirement in the traditional way. There will be no IP (in progress) or IN (incomplete) grades for this course. Projects must be done by the end of the spring term to count towards Departmental Academic Honors requirements.

Prerequisite: Senior Honors Project 1

Proposed Course:

Course Number: MKTG 641

Title of Course: Senior Honors Project 2 in Marketing

Credit Hours: 3

Prerequisite: Senior Honors Project 1 in Marketing

Course Description (as it will appear in the next catalog): The Senior Honors Project is an optional way to earn Departmental Academic Honors for students who are members of the Honors College. The course is a two semester sequence where the student undertakes a year-long research project or creative endeavor under the guidance of a faculty member to expand their knowledge in an area integral to their academic growth and development. The Senior Honors Project 2 is the culmination of the project started in Senior Honors Project 1 and will result in a public presentation of the work. Students must earn a grade of A or B to receive credit for this course. Failure to complete the course with a grade of A or B will void this option and students will have to satisfy their Departmental Academic Honors requirement in the traditional way. There will be no IP (in progress) or IN (incomplete) grades for this course. Projects must be done by the end of the spring term to count towards Departmental Academic Honors requirements.

Prerequisite: Senior Honors Project 1 in Marketing

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/9/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/9/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
 Submission Date: 11/30/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This change will affect all Kelce College of Business majors as this course will no longer be required as part of the Kelce Core. This change was approved by the Kelce faculty

Purpose/Justification for Revision to Course: Revised degree requirements of the Kelce Core; separated MGMKT prefix into three separate prefixes reflecting the appropriate majors.

Existing Course:

Course Number: MGMKT 626

Title of Course: Operations Management

Credit Hours: 3

Prerequisite: MGMKT 327 Management and Organizational Behavior, MGMKT 320 Business Statistics, MGMKT 477 Quantitative Decision Making and 55 hours completed.

Course Description (as it appears in the current catalog): Design, operation, and control of production systems.
 Prerequisite: MGMKT 327 Management and Organizational Behavior, MGMKT 320 Business Statistics, MGMKT 477 Quantitative Decision Making and 55 hours completed. This course must be taken as a prerequisite or a corequisite to MGMKT 645 Business Strategy.

Proposed Course:

Course Number: MGT 510

Title of Course: Operations Management

Credit Hours: 3

Prerequisite: MGT 330 Management and Organizational Behavior, MGT 310 Business Statistics, MGT 420 Quantitative Decision Making.

Course Description (as it will appear in the next catalog): Design, operation, and control of production systems.

Prerequisite: MGT 330 Management and Organizational Behavior, MGT 310 Business Statistics, and MGT 420 Quantitative Decision Making.

†

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/10/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing

College: Kelce College of Business

Submission Date: 11/30/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This change will affect only management majors and minors

Purpose/Justification for Revision to Course: separated MGMKT prefix into three separate prefixes reflecting the appropriate majors and disciplines.

Existing Course:

Course Number: MGMKT 628

Title of Course: Advanced Organizational Behavior

Credit Hours: 3

Prerequisite: MGMKT 327 Management and Organizational Behavior and junior standing.

Course Description (as it appears in the current catalog): Contributions to organizational management by behavioral scientists and an examination of how their research studies can be applied to the management of today's dynamic organization. Case studies, experiential exercises, group activities and lecture-discussions. Prerequisites: MGMKT 327 Management and Organizational Behavior and junior standing.

Proposed Course:

Course Number: MGT 530

Title of Course: Advanced Organizational Behavior

Credit Hours: 3

Prerequisite: MGT 330 Management and Organizational Behavior and junior standing

Course Description (as it will appear in the next catalog): Contributions to organizational management by behavioral scientists and an examination of how their research studies can be applied to the management of today's dynamic organization. Case studies, experiential exercises, group activities and lecture-discussions. MGT 330 Management and Organizational Behavior and junior standing

Additional Questions

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

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

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

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

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

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 4/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/04/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
 Submission Date: 11/30/2016

Contact Person: Lynn M. Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This change will affect only management majors and minors

Purpose/Justification for Revision to Course: separated MGMKT prefix into three separate prefixes reflecting the appropriate majors and minors; minor change in wording to catalog description.

Existing Course:

Course Number: MGMKT 629

Title of Course: Human Resources Management

Credit Hours: 3

Prerequisite: MGMKT 327 Management and Organizational Behavior

Course Description (as it appears in the current catalog): A strategy based study of HRM topics (attracting, maintaining and retaining people in organizations) and important HRM issues (laws and regulations, labor management-relations, etc.). Prerequisite: MGMKT 327 Organizational Theory and Behavior.

Proposed Course:

Course Number: MGT 540

Title of Course: Human Resources Management

Credit Hours: 3

Prerequisite: MGT 330 Management and Organizational Behavior

Course Description (as it will appear in the next catalog): A strategy based study of HRM topics such as attracting, developing and retaining people in organizations. Important HRM issues included in the course are laws and regulations,

labor management-relations, diversity management, etc.). Prerequisite: MGT 330 Management and Organizational Behavior.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/5/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/04/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business

Submission Date: 11/11/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This course is a required course only for marketing majors

Purpose/Justification for Revision to Course: Separated MGMKT prefix into three separate prefixes reflecting the appropriate majors; updated wording to accurately reflect state of marketing and marketing pedagogy.

Existing Course:

Course Number: MGMKT 631

Title of Course: Advanced Marketing Management

Credit Hours: 3

Prerequisite: MGMKT 330 Principles of Marketing; MGMKT 430 Consumer Behavior. Pre- or co-requisite: MGMKT 534 Marketing Research

Course Description (as it appears in the current catalog):

Management analysis of problems in marketing consumer and industrial goods. Capstone course in marketing.

Prerequisite: MGMKT 330 Principles of Marketing, MGMKT 430 Consumer Behavior, and as a prerequisite or corequisite, MGMKT 534 Marketing Research.

Proposed Course:

Course Number: MKTG 680

Title of Course: Applied Marketing Management

Credit Hours: 3

Prerequisite: MKTG 330 Principles of Marketing, MKTG 510 Consumer Behavior, and MKTG 520 Marketing Research.

Course Description (as it will appear in the next catalog): Capstone course in marketing that focuses on application of marketing principles. Prerequisites: MKTG 330 Principles of Marketing, MKTG 510 Consumer Behavior, and MKTG 520 Marketing Research.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 1/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/17/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 2/10/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
 Submission Date: 11/30/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This change in pre-requisites will affect all Kelce College majors and was approved by the faculty at a faculty meeting

Purpose/Justification for Revision to Course: To accommodate recommendations by the Kelce Board of Advisors for increased emphasis on developing professionalism among students, Operations Management will no longer be required of all Kelce students. Additionally, separated MGMKT prefix into three separate prefixes reflecting the appropriate majors and disciplines.

Existing Course:

Course Number: MGMKT 645

Title of Course: Business Strategy

Credit Hours: 3

Prerequisite: FIN 326 Business Finance, MGMKT 327 Organizational Theory and Behavior, MGMKT 330 Basic Marketing and 85 hours completed. Prerequisite or corequisite: MGMKT 626 Operations Management

Course Description (as it appears in the current catalog): A capstone course which integrates knowledge of the functional areas to develop and implement policies. Business Strategy is concerned with the firm strategies and industry competition in global markets. Prerequisites: FIN 326 Business Finance, MGMKT 327 Organizational Theory and Behavior, MGMKT 330 Basic Marketing and 85 hours completed. Prerequisite or corequisite: MGMKT 626 Operations Management

Proposed Course:

Course Number: MGT 690

Title of Course: Business Strategy

Credit Hours: 3

Prerequisite: FIN 326 Business Finance, MGT 330 Management and Organizational Behavior, MKTG 330 Principles of Marketing and 85 hours completed.

Course Description (as it will appear in the next catalog): A capstone course which integrates knowledge of the functional areas of business to develop and implement policies. Business Strategy is concerned with firm strategies and industry competition in global markets. This course should be taken during a student's final semester. Prerequisites: FIN 326 Business Finance, MGT 330 Management and Organizational Behavior, MKTG 330 Principles of Marketing and 85 hours completed.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/5/16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/6/16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/30/2016

Contact Person: Lynn M Murray ☐ Faculty member ☒ Chair

Revision Effective: WF 2017 (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.

This is a course aimed at management majors

Purpose/Justification for Revision to Course: separated MGMKT prefix into three separate prefixes reflecting the appropriate majors.

Existing Course:

Course Number: MGMKT 650

Title of Course: Quality Management

Credit Hours: 3

Prerequisite: MGMKT 320 Business Statistics or permission of the instructor.

Course Description (as it appears in the current catalog): This course integrates the major Total Quality Management (TQM) and Continuous Quality Improvement (CQI) philosophies. The course includes lectures and case studies. Students will learn how to use the major TQM tools and will gain an understanding of global TQM applications. Prerequisites: MGMKT 320 Business Statistics or permission of the instructor.

Proposed Course:

Course Number: MGT 520

Title of Course: Quality Management

Credit Hours: 3

Prerequisite: MGT 310 Business Statistics or permission of instructor

Course Description (as it will appear in the next catalog): This course integrates the major Total Quality Management (TQM) and Continuous Quality Improvement (CQI) philosophies. The course includes lectures and case studies. Students will learn how to use the major TQM tools and will gain an understanding of global TQM applications. Prerequisites: MGT 310 Business Statistics or permission of the instructor.

Additional Questions

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

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

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

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

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

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

None

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 4/3/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/16/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/16/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing

College: Kelce College of Business

Submission Date: 11/28/2016

Contact Person: Lynn M Murray

☐ Faculty member ☒ Chair

Is this new course proposal 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.

This course will be a required course for all business majors. This has been discussed and agreed upon by the Faculty of the Kelce College of Business

Proposed Course:

Course Number: MGT 210

Title of Course: Business Professionalism

Credit Hours: 3

Date first offered: WF2017

(Semester/Year)

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

Prerequisite: ENGL 101; COMM 207

Course Description (as it will appear in the next catalog): An introduction to the standards of business professionalism which focuses on the development of skills such as the development of interpersonal relationships, collaboration, time management, and professional communication (written and oral). Additionally, career planning and management will be addressed. Prerequisites: English Composition (ENGL 101); Speech Communication (COMM 207). Required for all business majors.

Purpose/Justification for Proposed Course: Increasing emphasis is placed on professional, or soft, skills by employers. This course serves as an introduction to these standards and offers students opportunities to practice them, thereby providing them with more desired skills and making them more employable.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)

Objective 1: Students will be able to identify elements of effective collaboration

Objective 2: Students will be able identify elements of effective time management

Objective 3: Students will be able to prepare reports and presentations

Objective 4: Students will be able to develop career goals and create a career management plan

Objective 5: Students will be able to act appropriately in various professional settings

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]

Assessment of objectives will occur through the use of exams, projects, and rubrics

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.

Additional Questions

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

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. 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.

4. 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.

5. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
Funding for faculty members to teach course will be necessary.

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/5/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/15/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing

College: Kelce College of Business

Submission Date: 11/10/16

Contact Person: Lynn M Murray

☐ Faculty member ☒ Chair

Is this new course proposal 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.

This is a course intended only for management majors and minors

Proposed Course:

Course Number: MGT 620

Title of Course: Internship in Management

Credit Hours: 1-3

Date first offered: 2017

(Semester/Year)

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

Prerequisite: Permission of instructor

Course Description (as it will appear in the next catalog): Internship work experience in public, private, governmental, or not-for-profit business setting. The work experience must be approved by a departmental internship representative / faculty member. Students must enroll in the course during the same semester and time in which the internship occurs.

Prerequisite: permission of instructor required.

Purpose/Justification for Proposed Course: While students have been completing internships in management, we've never had a specific course number designated for these - they've been assigned credit under a MGMKT 600 topics designation. This will allow students and potential employers to see to the credit is specifically for an internship focused on management.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)

1. Apply business concepts and theories to real-world decision-making
2. Increase proficiency in a management discipline; such as human resources management, operations management, statistics, and business law.
3. Develop and improve business skills in communication, technology, quantitative reasoning, and teamwork.
4. Observe and participate in business operations and decision-making.
5. Meet professional role models and potential mentors who can provide guidance, feedback, and support.
6. Expand network of professional relationships and contacts.
7. Develop a solid work ethic and professional demeanor, as well as a commitment to ethical conduct and social responsibility.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]

Report by student and evaluation by internship supervisor will be evaluated on a rubric

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.

Additional Questions

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

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. 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.

4. 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.

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

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/10/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/30/2016

Contact Person: Lynn M Murray

☐ Faculty member ☒ Chair

Is this new course proposal 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.

This course will be an elective for management majors and minors.

Proposed Course:

Course Number: MGT 630

Title of Course: International Experience in Management

Credit Hours: 1-3

Date first offered: WF2017 ☒ Fall ☒ Spring ☒ Summer
(Semester/Year) (check all that apply)

Prerequisite: Permission of International Business Advisor or Representative

Course Description (as it will appear in the next catalog): An academically based international experience with a focus on some aspect of management. May combine international coursework, business experience, travel and cultural immersion. May be repeated if the country or region visited is different. Specific experiences must be approved in advance by the International Business Advisor or representative

Purpose/Justification for Proposed Course: This course allows for management majors to focus their international experience. Courses assigned to this number will typically be study abroad programs.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)

These will vary according to the type of experience but should include at least one the following:

1. Apply business concepts and theories to real-world decision-making
2. Increase proficiency in a management field.
3. Develop and improve business skills in communication, technology, quantitative reasoning, and teamwork.
4. Observe and participate in business operations and decision-making.
5. Meet professional role models and potential mentors who can provide guidance, feedback, and support.
6. Expand network of professional relationships and contacts.
7. Develop a solid work ethic and professional demeanor, as well as a commitment to ethical conduct and social responsibility.

If appropriate, the Student Learning Outcomes suggested by the Study Abroad office will also be part of this experience

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]

Assessment of objectives will occur through the use of exams, projects, and rubrics

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.

Additional Questions

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

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

Please give the rationale for additional student fees:

3. 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.

4. 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.

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

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

- ☒ Approved: Department Chairperson
Date 12/4/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 01/09/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing

College: Kelce College of Business

Submission Date: 11/11/2016

Contact Person: Lynn M Murray

☐ Faculty member ☒ Chair

Is this new course proposal 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.

This course will be an elective for Marketing majors and minors.

Proposed Course:

Course Number: MKTG 420

Title of Course: Services Marketing

Credit Hours: 3

Date first offered: WF2017

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

(Semester/Year)

Prerequisite: MKTG 330 Principles of Marketing

Course Description (as it will appear in the next catalog): Addresses the development and execution of services marketing strategies for goods- and services-producing organizations. Topics include the challenges and opportunities of the marketing of services, the services marketing mix, service quality, customer satisfaction, and employee and customer roles in producing and delivering services. Prerequisite: MKTG 330 Principles of Marketing

Purpose/Justification for Proposed Course: The World Bank estimates that in 2014 nearly 70% of the world's GDP and nearly 80% of the US GDP was attributable to the service sector. Marketing services differs significantly from the marketing of physical goods, and services can create competitive advantage in manufacturing firms. This course will provide marketing majors and minors with a deeper understanding of this critical subject.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)

Objective 1: Students will be able to identify the differences between the marketing of goods and the marketing of services.

Objective 2: Students will be able identify and analyze elements of the services marketing mix

Objective 3: Students will be able to define and measure service quality

Objective 4: Students will be able to recognize the roles played by employees and customers in producing and delivering services

Objective 5: Students will be able to discuss the elements, predictors, and consequences of customer satisfaction.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]

Assessment of objectives will occur through the use of exams, projects, and rubrics

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):

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. 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.

4. 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.

5. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
An adjunct may be required as an existing faculty member will be redeployed to teach this course.

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

- ☒ Approved: Department Chairperson
Date 11/17/14 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 11/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 11/10/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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

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Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing

College: Kelce College of Business

Submission Date: 11/11/2016

Contact Person: Lynn M Murray

☐ Faculty member ☒ Chair

Is this new course proposal 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.

This course will be an elective for Marketing majors and minors.

Proposed Course:

Course Number: MKTG 460

Title of Course: Social Media Marketing

Credit Hours: 3

Date first offered: WF2017

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

(Semester/Year)

Prerequisite: MKTG 330 Principles of Marketing

Course Description (as it will appear in the next catalog): Focus on the use of social media to achieve marketing objectives. Emphasis on measurement and evaluation of social media tactics and strategies. Prerequisite: MKTG 330 Principles of Marketing

Purpose/Justification for Proposed Course: The ubiquity of social media has changed how we engage customers. This course will address how firms use social media to achieve diverse marketing objective such as market share, share of wallet, awareness, branding, and loyalty, as well as drive sales and revenue. Adept practitioners of social media are highly desired by companies

Objectives/Student Learning Outcomes (as it will appear in the syllabus)

Objective 1: Identify components of Social Media tactical and strategic plans;

Objective 2: Discuss the different strategic role of social media in the marketing mix and marketing process with emphasis on its role in developing a business overall as well as its role in the promotion of specific products;

Objective 3: Identify ethical considerations and choices implicit to planning and executing social media marketing strategy;

Objective 5: Identify how to measure and assess the effectiveness of social media for marketing purposes;.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]

Assessment of objectives will occur through the use of exams, projects, and rubrics

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.

Additional Questions

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

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

Please give the rationale for additional student fees:

3. 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.

4. 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.

5. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
An adjunct to teach either this course or an existing offering to redeploy a faculty member.

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/5/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/5/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business

Submission Date: 11/10/16

Contact Person: Lynn M Murray

☐ Faculty member ☒ Chair

Is this new course proposal 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.

This is a course intended only for Marketing majors and minors

Proposed Course:

Course Number: MKTG 620

Title of Course: Internship in Marketing

Credit Hours: 1-3

Date first offered: 2017

(Semester/Year)

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

Prerequisite: Permission of instructor

Course Description (as it will appear in the next catalog): Internship work experience in public, private, governmental, or not-for-profit business setting. The work experience must be approved by a departmental internship representative / faculty member. Students must enroll in the course during the same semester and time in which the internship occurs. Prerequisite: permission of instructor required.

Purpose/Justification for Proposed Course: While students have been completing internships in management, we've never had a specific course number designated for these - they've been assigned credit under a MGMKT 600 topics designation. This will allow students and potential employers to see to the credit is specifically for an internship focused on marketing

Objectives/Student Learning Outcomes (as it will appear in the syllabus)

1. Apply marketing concepts and theories to real-world decision-making
2. Increase proficiency in marketing.
3. Develop and improve skills in communication, technology, quantitative reasoning, and teamwork.
4. Observe and participate in business operations and decision-making.
5. Meet professional role models and potential mentors who can provide guidance, feedback, and support.
6. Expand network of professional relationships and contacts.
7. Develop a solid work ethic and professional demeanor, as well as a commitment to ethical conduct and social responsibility.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]

Report by student and evaluation by internship supervisor will be evaluated on a rubric

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.

Additional Questions

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

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. 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.

4. 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.

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

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

- ☒ Approved: Department Chairperson
Date 11/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/19/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 1/19/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: Management and Marketing College: Kelce College of Business
Submission Date: 11/11/2016

Contact Person: Lynn M Murray

☐ Faculty member ☒ Chair

Is this new course proposal 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.

This course will be an elective for Marketing majors and minors.

Proposed Course:

Course Number: MKTG 630

Title of Course: International Experience in Marketing

Credit Hours: 1-3

Date first offered: WF2017 ☒ Fall ☒ Spring ☒ Summer
(Semester/Year) (check all that apply)

Prerequisite: Permission of International Business Advisor or Representative

Course Description (as it will appear in the next catalog): An academically based international experience with a focus on some aspect of marketing. May combine international coursework, business experience, travel and cultural immersion. May be repeated if the country or region visited is different. Specific experiences must be approved in advance by the International Business Advisor or representative

Purpose/Justification for Proposed Course: This course allows for marketing majors to focus their international experience

Objectives/Student Learning Outcomes (as it will appear in the syllabus)

These will vary according to the type of experience but should include at least one the following:

1. Apply business concepts and theories to real-world decision-making
2. Increase proficiency in marketing.
3. Develop and improve business skills in communication, technology, quantitative reasoning, and teamwork.
4. Observe and participate in business operations and decision-making.
5. Meet professional role models and potential mentors who can provide guidance, feedback, and support.
6. Expand network of professional relationships and contacts.
7. Develop a solid work ethic and professional demeanor, as well as a commitment to ethical conduct and social responsibility.

The Student Learning Outcomes suggested by the Study Abroad office will also be part of this experience

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]

Assessment of objectives will occur through the use of exams, projects, and rubrics

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.

Additional Questions

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

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

Please give the rationale for additional student fees:

3. 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.

4. 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.

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

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

- ☒ Approved: Department Chairperson
Date 1/17/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 1/21/17 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 2/10/17 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: Automotive Technology

College: Technology

Submission

Date: 9-9-16

Contact Person: John Thompson

☒ Faculty member ☐ Chair

Is this new course proposal 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.

This course will be offered to anyone interested in the automotive industry but is not required by any student.

Proposed Course:

Course Number: AT 101

Title of Course: Automotive Maintenance for All Majors

Credit Hours: 3

Date first offered: Fall 2017

(Semester/Year)

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

Prerequisite: None

Course Description (as it will appear in the next catalog): This course is designed for non-automotive students to introduce them to the automotive industry through career exploration, introductory technical terms, definitions, techniques, and hands-on experiences with light mechanical and maintenance issues on their vehicles.

Purpose/Justification for Proposed Course: An introductory automotive course offered to any major has been requested for several years. It can inform non-majors and also serve as a recruitment course for undeclared majors.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)

Discuss career opportunities in the automotive, collision, and diesel industries.

Demonstrate proper safety procedures arising out of the maintenance or repair of an automobile.

Demonstrate routine automotive maintenance procedures.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]

Unit exams and quizzes.

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.

Additional Questions

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

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


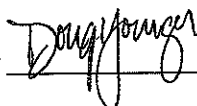
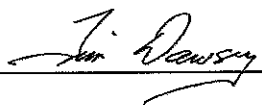
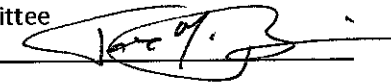
If "yes," please indicate the University's General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

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

4. 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.

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

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

- ☒ Approved: Department Chairperson
Date 11-28-16 Signature, Department Chairperson 
- ☒ Approved: College Curriculum Committee
Date 12.14.16 Signature, College Curriculum Committee Chair 
- ☒ Approved: Dean of College
Date 12.14.16 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 2/10/17 Signature, Undergraduate Curriculum Committee Chair 
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Curriculum

Revision for: ☒ Major ☐ Minor ☐ Emphasis ☐ Certificate

Department: Automotive Technology College: Technology

Submission Date: January 2017

Revision Effective: Fall, 2017
(Year)

Contact Person: Scott Norman ☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Automotive Technology

If proposing a name change to major or minor/emphasis/certificate, indicate Proposed Name Change:
none

Description of Change: Removing 1 automotive course and adding 7 new automotive courses to Approved Electives.

Rationale for Change (include changes to curriculum objectives): Removing 1 automotive courses AT640 Off Highway Systems (3 hours) in the Approved Electives area because the course is not being offered. Adding 7 newley developed automotive course to the Approved Electives area.

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.

This is a change in the Approved Elections area of the Automotive Technology degree only.

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.

Will not affect any other department or curricula.

Existing Major or Minor/Emphasis/Certificate

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

- o Approved Electives (7 credit hours selected from the following)
 - AT-300: Automotive Internship (____) (3-6 hours)
 - AT-301: Fundamentals of Collision Technology (3 hours)
 - AT-400: Automotive Internship (____) (3-6 hours)
 - AT-403: Current Topics in Automotive Technology (____) (1-3 hours)
 - AT-405: Laboratory Teaching Internship (3 hours)
 - AT-416: Fluid Power (3 hours)
 - AT-418: Failure Analysis (3 hours)
 - AT-462: Structural and Non-Structural Analysis (3 hours)
 - AT-464: Damage Analysis, Estimating and Insurance Appraisal (3 hours)
 - AT-511: Service Techniques Laboratory (3 hours)
 - AT-611: Diesel Engine Fundamentals (3 hours)
 - AT-630: On Highway Systems (3 hours)

- AT-635: Advanced Engine Performance (3 hours)
- AT-640: Off Highway Systems (3 hours)
- AT-650: Dynamometer and Performance Testing (3 hours)
- AT-662: Automotive Finishing and Refinishing (3 hours)
- AT-697: Corporate Sales Management (3 hours)
- EET-141: Introductory Electronics (3 hours)
- EST-393: Introduction to Industrial Safety (3 hours)
- MFGET-162: Welding Processes and Procedures (3 hours)
- TM-606: Industrial Supervision (3 hours)

Proposed Major or Minor/Emphasis/Certificate:

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

- o Approved Electives (7 credit hours selected from the following)
 - AT-300: Automotive Internship (____) (3-6 hours)
 - AT-301: Fundamentals of Collision Technology (3 hours)
 - AT-400: Automotive Internship (____) (3-6 hours)
 - AT-403: Current Topics in Automotive Technology (____) (1-3 hours)
 - AT-405: Laboratory Teaching Internship (3 hours)
 - AT-416: Fluid Power (3 hours)
 - AT-418: Failure Analysis (3 hours)
 - AT-462: Structural and Non-Structural Analysis (3 hours)
 - AT-464: Damage Analysis, Estimating and Insurance Appraisal (3 hours)
 - AT-511: Service Techniques Laboratory (3 hours)
 - AT-611: Diesel Engine Fundamentals (3 hours)
 - AT-630: On Highway Systems (3 hours)
 - AT-635: Advanced Engine Performance (3 hours)
 - AT-650: Dynamometer and Performance Testing (3 hours)
 - AT-662: Automotive Finishing and Refinishing (3 hours)
 - AT-697: Corporate Sales Management (3 hours)
 - EET-141: Introductory Electronics (3 hours)
 - EST-393: Introduction to Industrial Safety (3 hours)
 - MFGET-162: Welding Processes and Procedures (3 hours)
 - TM-606: Industrial Supervision (3 hours)
 - AT-331 Fall SAE Baja Team (3 hours)
 - AT-332 Spring SAE Baja Team (3 hours)
 - AT-335 Industry Tours (1-2 hours)
 - AT101 Automotive Maintenance for All Majors (3 hours)
 - AT641 Construction Equipment Systems (3hours)
 - AT642 Agricultural Equipment & Powertrains (3 hours)
 - AT682 Dealership Sales Operations (3 hours)

****Courses cannot be used as elective and required course.**

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):

None

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

☐ Yes ☒ No *If "yes," please realize that it will need to gain approval of the President's Council.*

Please give the rationale for additional student fees:

3. Will this 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.)?

None

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 12-5-16 Signature, Department Chairperson R. J. Zee
- ☒ Approved: College Curriculum Committee
Date 12.14.16 Signature, College Curriculum Committee Chair Doug Younger
- ☒ Approved: Dean of College
Date 12.14.16 Signature, Dean Jim Dawsey
- ☐ 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 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ 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: _____

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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.

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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.

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Request for Revision to Curriculum

Revision for: ☐ Major ☐ Minor ☒ Emphasis ☐ Certificate

Department: Automotive Technology College: Technology

Submission Date: January 2017

Revision Effective: Fall, 2017
(Year)

Contact Person: John Thompson

☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Automotive Collision Repair and Insurance Management

If proposing a name change to major or minor/emphasis/certificate, indicate Proposed Name Change:
Collision Repair and Insurance Management

Description of Change: Removal of "Automotive" from the emphasis name and changing two of the courses.

Rationale for Change (include changes to curriculum objectives): The term "Automotive" is too limiting to the emphasis area since students are going to work in the diesel, agricultural, and automotive fields. Also, one of the courses has been renamed and we are adding an additional automotive course to replace a business course (MGMT 444).

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.

This is a simple name change and changing of two automotive courses in the emphasis area.

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.

Will not affect any other department or curricula.

Existing Major or Minor/Emphasis/Certificate

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

- MFGET-162: Welding Processes and Procedures (3 hours)
- AT-301: Fundamentals of Collision Technology (3 hours)
- MGMKT-444: Legal and Social Environment of Business (3 hours)
- AT-462: Structural and Non-Structural Analysis (3 hours)
- AT-464: Damage Analysis, Estimating and Insurance Appraisal (3 hours)
- AT-662: Automotive Finishing and Refinishing (3 hours)
- AT-695: Corporate Service and Part Management (3 hours)

Proposed Major or Minor/Emphasis/Certificate:

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

- MFGET-162: Welding Processes and Procedures (3 hours)
- AT-301: Fundamentals of Collision Technology (3 hours)

- AT-462: Structural and Non-Structural Analysis (3 hours)
- AT-562: Damage Analysis, Estimating and Insurance Appraisal (3 hours)
- AT-662: Automotive Finishing and Refinishing (3 hours)
- AT-682: Dealership Sales Operations (3 hours)
- AT-687: Corporate Sales, Service, and Parts Management (3 hours)

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):

None

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

☐ Yes ☒ No *If "yes," please realize that it will need to gain approval of the President's Council.*

Please give the rationale for additional student fees:

3. Will this 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.)?

None

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 12-5-16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 12.14.16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 12.14.16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____
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Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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Request for Revision to Curriculum

Revision for: ☐ Major ☐ Minor ☒ Emphasis ☐ Certificate

Department: Automotive Technology College: Technology

Submission Date: January 2017

Revision Effective: Fall, 2017
(Year)

Contact Person: Scott Norman ☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Automotive Manufacturing Management

If proposing a name change to major or minor/emphasis/certificate, indicate Proposed Name Change:
Manufacturing Management in the Transportation Industry

Description of Change: Removal of "Automotive" from the name for a name change only.

Rationale for Change (include changes to curriculum objectives): The term "Automotive" is too limiting to the emphasis area since students are going to work in the diesel, agricultural, collision, and automotive fields. The use of the word Transportation Industry in the name is a better description of this emphasis.

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.

This is a simple name change in the emphasis area.

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.

Will not affect any other department or curricula.

Existing Major or Minor/Emphasis/Certificate

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

- o MFGET-160: Manufacturing Graphics (3 hours)
- o MFGET-261: Computer Aided Part Design (3 hours)
- o MFGET-263: Manufacturing Methods I (2 hours)
- o MFGET-268: Manufacturing Methods I Laboratory (1 hours)
- o MFGET-367: Manufacturing Methods II (4 hours)
- o MFGET-405: Quality Control (3 hours)
- o EST-393: Introduction to Industrial Safety (3 hours)

- o Approved manufacturing elective# (3-5 hours)

#MFGET 661 Computer Aided Manufacturing I or MFGET 567 Principles of Metalcasting plus MFGET 568 Metalcasting Processing Laboratory are the recommended electives.

Proposed Major or Minor/Emphasis/Certificate:

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

- o MFGET-160: Manufacturing Graphics (3 hours)
- o MFGET-261: Computer Aided Part Design (3 hours)
- o MFGET-263: Manufacturing Methods I (2 hours)
- o MFGET-268: Manufacturing Methods I Laboratory (1 hours)
- o MFGET-367: Manufacturing Methods II (4 hours)
- o MFGET-405: Quality Control (3 hours)
- o EST-393: Introduction to Industrial Safety (3 hours)

- o Approved manufacturing elective# (3-5 hours)

#MFGET 661 Computer Aided Manufacturing I or MFGET 567 Principles of Metalcasting plus MFGET 568 Metalcasting Processing Laboratory are the recommended electives.

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):

None

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

☐ Yes ☒ No *If "yes," please realize that it will need to gain approval of the President's Council.*

Please give the rationale for additional student fees:

3. Will this 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.)?

None

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 12-5-16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 12.14.16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 12.14.16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ 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: _____

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Request for Revision to Curriculum

Revision for: ☐ Major ☐ Minor ☒ Emphasis ☐ Certificate

Department: Automotive Technology College: Technology

Submission Date: January 2017

Revision Effective: Fall, 2017
(Year)

Contact Person: Scott Norman ☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Diesel and Heavy Equipment

If proposing a name change to major or minor/emphasis/certificate, indicate Proposed Name Change:
None

Description of Change: Removal of one automotive course and adding two new automotive courses.

Rationale for Change (include changes to curriculum objectives): The AT640 Off Highway Systems 3 hour course was split into two new courses, AT641 Construction Equipment Systems and AT642 Agricultural Equipment and Powertrains at 3 hours each. The AT640 course is no longer being taught.

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.

Remove of one automotive course and adding 2 new automoitve courses in this emphasis area only.

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.

Will not affect any other department or curricula.

Existing Major or Minor/Emphasis/Certificate

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

- o MFGET-162: Welding Processes and Procedures (3 hours)
- o AT-416: Fluid Power (3 hours)
- o AT-418: Failure Analysis (3 hours)
- o AT-611: Diesel Engine Fundamentals (3 hours)
- o AT-630: On Highway Systems (3 hours)
- o AT-640: Off Highway Systems (3 hours)
- o AT-654: Advanced Hydraulic Systems and Off Highway Systems Laboratory (3 hours)

Proposed Major or Minor/Emphasis/Certificate:

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

- o Complete 21 hours (7 of the 8 courses)
- o MFGET-162: Welding Processes and Procedures (3 hours)

- o AT-416: Fluid Power (3 hours)
- o AT-418: Failure Analysis (3 hours)
- o AT-611: Diesel Engine Fundamentals (3 hours)
- o AT-630: On Highway Systems (3 hours)
- o AT-641: Construction Equipment Systems: (3 hours)
- o AT-642: Agricultural Equipment & Powertrains: (3 hours)
- o AT-654: Advanced Hydraulic Systems and Off Highway Systems Laboratory (3 hours)

Additional Questions

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

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

Please give the rationale for additional student fees:

3. Will this 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.)?
None

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 12-5-16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 12.14.16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 12.14.16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
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- ☐ Approved: Council for Teacher Education (if applicable)
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Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
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Request for Revision to Curriculum

Revision for: ☐ Major ☐ Minor ☒ Emphasis ☐ Certificate

Department: Automotive Technology College: Technology

Submission Date: January 2017

Revision Effective: Fall, 2017
(Year)

Contact Person: Scott Norman ☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Automotive Service Management and Marketing

If proposing a name change to major or minor/emphasis/certificate, indicate Proposed Name Change:
Dealership and Corporate Transportation Management

Description of Change: A name change and changing one of the courses.

Rationale for Change (include changes to curriculum objectives): The term "Automotive" is too limiting to the emphasis area since students are going to work in the diesel, agricultural, collision, and automotive fields. Most students will study this option for a career with a dealership or a major transportation corporation. Automotive course AT511 Service Techniques Lab will be removed from this option and replaced with Automotive course AT682 Dealership Sales Operations. The AT682 course is a newer developed automotive management course that better fits this management option.

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.

This is a simple name change and changing one automotive course in the emphasis area.

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.

Will not affect any other department or curricula.

Existing Major or Minor/Emphasis/Certificate

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

- o ACCTG-202: Managerial Accounting (3 hours)
- o AT-301: Fundamentals of Collision Technology (3 hours)
- o AT-511: Service Techniques Laboratory (3 hours)
- o AT-697: Corporate Sales Management (3 hours)
- o MGMKT-327: Management and Organizational Behavior (3 hours)
- o MGMKT-330: Principles of Marketing (3 hours)
- o MGMKT-444: Legal and Social Environment of Business (3 hours)

ACCTG 202 can be substituted through approval of an accounting elective.

Proposed Major or Minor/Emphasis/Certificate:

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

- o ACCTG-202: Managerial Accounting (3 hours)
- o AT-301: Fundamentals of Collision Technology (3 hours)
- o AT682: Dealership Sales Operations: (3 hours)
- o AT-687: Corporate Sales, Service, and Parts Management (3 hours)
- o MGMKT-327: Management and Organizational Behavior (3 hours)
- o MGMKT-330: Principles of Marketing (3 hours)
- o MGMKT-444: Legal and Social Environment of Business (3 hours)

ACCTG 202 can be substituted through approval of an accounting elective.

Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):

None

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

☐ Yes ☒ No *If "yes," please realize that it will need to gain approval of the President's Council.*

Please give the rationale for additional student fees:

3. Will this 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.)?

None

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 12-6-16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 12.14.16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 12.14.16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: ETECH College: TechnologySubmission Date: 1/18/17Contact Person: David Miller ☒ Faculty member ☐ ChairRevision Effective: Spring 2017 (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.

Course is only taken by senior Mechanical Engineering Technology Students with an emphasis in Design

Purpose/Justification for Revision to Course: Courses listed in prerequisites and descrtion no longer taught at PSU

Existing Course:Course Number: MECET 682Title of Course: Heat TransferCredit Hours: 3Prerequisite: Prerequisite: MATH 150 Calculus I. Prerequisite or corequisite: ETECH 524 Fluid Mechanics I

Course Description (**as it appears in the current catalog**): Principles of heat transfer including conduction, convection, and radiation involved with materials and processing techniques. Manual and computer assisted calculations with applications in manufacturing. Closed to students with credit in ETECH 682 Thermodynamics and Heat Transfer.

Proposed Course:Course Number: MECET 682Title of Course: Heat TransferCredit Hours: 3Prerequisite: Prerequisite: MATH 150 Calculus I. Prerequisite or corequisite: MECET 524 Fluid Mechanics.

Course Description (**as it will appear in the next catalog**): Principles of heat transfer including conduction, convection, and radiation involved with materials and processing techniques. Manual and computer assisted calculations with applications in design.

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 11/18/16 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee
Date 12.14.16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 12.14.16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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

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

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

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

Request for New Course Template

(Undergraduate Course Numbers through Course Number 699)

Department: N/A College: COTDate of Submission to the Department: November 12, 2016Contact Person: Mark Johnson/ ☒ Faculty member ☐ ChairTitle of Course: Introduction to Innovation EngineeringCredit Hours: 3Course Number: IE 550

Hegis Number: _____

Date first offered: Fall 2017

(Semester/Year)

To be Offered: ☒ Fall ☒ Spring ☐ Summer
(check all that apply)Estimated Enrollment: 25Prerequisite(s): NAThis course is: ☐ Required ☒ ElectiveIf this course is "required," which major(s) will require it? NA (Intro to Minor)

Course Description: IE 550 Introduction to Innovation Engineering 3 hours. Introduces students to the core elements of the Innovation Engineering process: 1) using creativity tools to generate meaningfully unique solutions to customer problems, 2) communicating creation ideas in clear, concise language in a way the customer understands, 3) identifying the feasibility of taking project ideas to market, 4) and using the cycles of discovery to make go-no-go decisions on patent development.

(as it will appear in the catalog)

Purpose/Justification for Course: To give students a broad overview of the Innovation Engineering process and develop the basic skills in creating, communicating, commercializing, and using cycles of discovery to make go-no-go decisions on project development.

Objectives/Student Learning Outcomes:

- 1) Identify the concepts of Innovation Engineering
- 2) Develop the process of using and creating tools in a systematic approach to creativity.
- 3) State ideas with clarity and precision.
- 4) Present ideas in a dynamic and engaging way with meaningfully uniqueness.
- 5) Use prototyping tools to create, evaluate and refine designs.
- 6) Obtain input from multiple interdisciplinary perspectives.
- 7) Estimate Sales Volumes
- 8) Balance conflicts and tradeoffs of ideas marketing promise, product/service reality and profit opportunity.

Assessment Strategies (e.g. exams, projects, university rubrics, etc.):
Exams, Writer's Notebooks, Individual and Group presentations

PLEASE ATTACH SYLLABUS

Additional Resources Required (e.g. library or multimedia resources, technology, space, major expense, etc.):

NA

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.

Rationale: _____

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.

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 Teacher Education Council.

Will this course be submitted for Departmental Academic Honors? ☐ Yes ☒ No

If "yes," please realize that it will need to have the approval of the Faculty Senate Departmental Academic Honors Committee.

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

Will this course impact any other department/college/unit's curricula or programs? ☐ Yes ☒ No

If "yes," have relevant discussions occurred? ☐ Yes ☐ No

Documentation of these discussions (e.g. copies of e-mails, memos, etc.) is required to be attached.

Originating Department: Please complete this form and upload, with syllabus, 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 signature, and forward to the Office of the Registrar.

PITTSBURG STATE UNIVERSITY

LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

Signatures:

- ☐ Approved: Department Chairperson
Date 12/13/2016 Signature, Department Chairperson [Signature]
Revised
- ☒ Approved: College Curriculum Committee
Date 12.14.16 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College
Date 12.14.16 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- ☐ Approved: Teacher Education Council (if applicable)
Date _____ Signature, Teacher Education Council Chair _____
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 2/10/17 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

Please Note

This is a two-to-three-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 review by the College Curriculum Committee and the Faculty Senate Undergraduate Curriculum Committee may result in an additional month added to the process.

**College of Business/College of Technology
Pittsburg State University**

Course Number: IE 550 **Title:** Introduction to Innovation Engineering

Credit Hours: 3 **Time Schedule:** T TH 8-9:15am

Instructor: TBD **Office Phone:**

Office: **email:**

Office Hours:

I. COURSE DESCRIPTION

Introduces students to the core elements of the Innovation Engineering process: 1) using creativity tools to generate meaningfully unique solutions to customer problems, 2) communicating creation ideas in clear, concise language in a way the customer understands, 3) identifying the feasibility of taking project ideas to market, 4) and using the cycles of discovery to make go-no-go decisions on patent development.

II. PREREQUISITE

None

III. PURPOSE OF THE COURSE

To give students a broad overview of the Innovation Engineering process and develop the basic skills in creating, communicating, commercializing, and using cycles of discovery to make go-no-go decisions on project development.

IV. COURSE OBJECTIVES

Upon completion of the course, students should be able to:

- 1) Identify the concepts of Innovation Engineering
- 2) Develop the process of using and creating tools in a systematic approach to creativity.
- 3) State meaningfully unique ideas with clarity and precision.
- 4) Present ideas in a dynamic and engaging way with meaningfully uniqueness.
- 5) Use prototyping tools to create, evaluate and refine designs.
- 6) Obtain input from multiple interdisciplinary perspectives.
- 7) Estimate Sales Volumes
- 8) Balance conflicts and tradeoffs of ideas marketing promise, product/service reality and profit opportunity.

V. REQUIRED TEXT AND MATERIALS

All text, materials, videos, search databases, etc. must be accessed through a passcode which allows you in the innovation engineering labs online. To gain access to these

materials, students MUST purchase an ACCESS PASSCODE from the University Book Store on campus. Students who have not purchased the access code by the third week of class will be dropped from the class.

VI. ADDITIONAL INSTRUCTIONAL RESOURCES

Innovation Engineering Workbook, University of Maine & Eureka! Institute, Inc, 2011
Jump Start Your Brain V 2.0, Doug Hall and David Wecker, Cincinnati, OH, Clerisy Press, 2008

VII. TEACHING STRATEGIES

Readings in textbook, and other printed materials
PowerPoint presentations
Group Work
Individual assignments

VIII. REQUIREMENTS FOR COURSE

A. Class Attendance

Students who regularly miss will find themselves falling quickly behind in this class. This is an interactive course. You will be participating in a “flipped classroom,” where preparation for class and class attendance are both important and required. In class you should expect to participate in discussion, demonstration, and group work. You will also receive quick cycles of feedback and on-the-spot coaching from your instructor

B. Electronic Learning Requirements and Resources

You must have access to a reliable, broadband (Cable, DSL, or Satellite) internet connection as well as a working email address that you check regularly. A laptop or tablet to bring to class on a daily basis is highly recommended. Basic computer literacy is necessary for successfully completing this course. This would include access to a computer, general knowledge of common computer skills for basic electronic communications such as email access and, at a minimum, the ability to work in simple text documents. If you need assistance with technology please visit the Gorilla Geeks for support at: <http://www.pittstate.edu/office/gorilla-geeks/>

All students, upon registering for classes at Pittsburg State University, have a pre-assigned email address and account. All students in IE 550 are required to activate their accounts by the first week of class. Crucial class correspondence may occur through this medium throughout the semester.

Many in-class activities will involve “information mining”—it is far easier to do this with a laptop, and we strongly encourage you to bring a laptop or tablet to class.

Remember that innovative work requires courage, self-awareness, intrinsic motivation, leadership, responsibility, and a focus on addressing real problems with meaningfully

unique solutions. You should not be motivated by fear, and you should not in any way attempt to “game” the process.

C. Digital Assignments

Students must watch Skill videos and answer “no-stress” quizzes prior to class--students who have not watched the video/quiz for the week will be unable to access assignments on IE Labs until they do so.

D. Written Assignments

Assignments are to be submitted electronically on the due date and time given. The first half of points for any written submission on IE Labs can only be earned by submitting within the one-week due date; the remaining points are earned when the student earns the “green check” that indicates completion of the assignment.

The assignments are cumulative and each one facilitates your comprehension and success in the next. If you have an excused absence or illness, you must meet with one of the instructors to go over material or coaching you missed.

Assignments will be assessed pass/fail--a “red X” or “green check.” Assignments that fail need to be re-done and you will be able to resubmit an unlimited number of times during the semester.

F. Special Concerns:

Any student who, because of a disabling condition, may require some special arrangements in order to meet course requirements should contact me as soon as possible to make necessary accommodations. For more information about services provided for students with disabilities, you can go to the website at:
<http://www.pittstate.edu/office/eoaa/disability-services/>

G. Academic Honesty

Students are expected to do their own work. Dishonest actions by the student may result in punitive actions against the student. Students should read the University’s policy on Academic Honesty and Integrity at the following link:

<http://www.pittstate.edu/audiences/current-students/policies/rights-and-responsibilities/academic-misconduct.dot>

H. Syllabus Supplement

Students may find general information on university policies related to class work on The Syllabus Supplement which is now available on the Registrar’s office web site at <http://www.pittstate.edu/office/registrar/>. Click on Forms and then Syllabus Supplement.

IX. EVALUATION

The final course grade is calculated out of a total of 100 points. Each skill, with the exception of Skill 0, will have both a Lab class and Application class, each being worth 4 points. Lab classes must be completed within a week of the assigned date for full credit. Failure to complete a Lab class on time will result in a permanent deduction of 2 points off your final grade.

Skill 0: Lab – 4 points
Skill 1: Lab – 4 points
Skill 1: Application – 4 points
Skill 2: Lab – 4 points
Skill 2: Application – 4 points
Skill 3: Lab – 4 points
Skill 3: Application – 4 points
Skill 4: Lab – 4 points
Skill 4: Application – 4 points
Skill 5: Lab – 4 points
Skill 5: Application – 4 points
Skill 6: Lab – 4 points
Skill 6: Application – 4 points
Skill 7: Lab – 4 points
Skill 7: Application – 4 points
Skill 8: Lab – 4 points
Skill 8: Application – 4 points
Skill 9: Lab – 4 points
Skill 9: Application – 4 points
Skill 10: Lab – 4 points
Skill 10: Application – 4 points
Skill 11: Lab – 4 points
Skill 11: Application – 4 points
Skill 12: Lab – 4 points
Skill 12: Application – 4 points

X. COURSE CONTENT

Diversity
Creative Tools
Systems Approach
Innovative Engineering
Assessment
Core Values of Innovation Engineering