

# **Pittsburg State University Faculty Senate Meeting**

**DATE:** Monday, September 28, 2015  
**TIME:** 3:00 p.m.  
**LOCATION:** Sunflower Room, Overman Student Center

## **AGENDA**

- I. Call to Order**
- II. Approval of May 4, 2015 minutes**
- III. Announcements**
  - A. Provost and Vice President of Academic Affairs—Dr. Lynette Olson**
  - B. PSU/KNEA Remarks—Dr. Tim Bailey**
  - C. Student Senate Remarks— Jordan Schaper**
  - D. Unclassified Senate Remarks—Ms. Ashley Wadell**
  - E. University Support Staff Remarks—Terri Blessent**
  - F. Faculty Senate Report—Dr. Julie Samuels**
- IV. Committee Reports**

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

  - A. Academic Affairs Committee—Chair: Andrea McConnaughey**
    - Undergraduate Curriculum Subcommittee—Chair: Greg Murray
    - Library Services Subcommittee—Chair: Randy Winzer
    - Information Systems Subcommittee—Chair: Ram Gupta,
    - Continuing Studies Subcommittee—Chair: Laura Covert,
    - Departmental Academic Honors Subcommittee—Chair: Rion Huffman,

- Honors College Subcommittee—**Initial Chair: Randy Winzer**
- Writing Across the Curriculum Subcommittee— **Chair: Andrea McConnaughey**
- Diversity and Multicultural Affairs Subcommittee—**Chair: Andrea McConnaughey**

**B. Student Faculty Committee—Chair: Julie Dainty**

**C. All University Committee—Chair: Jim McBain**

**D. Faculty Affairs Committee—Chair: Janis Schiefelbein**

**E. Constitution Committee—Chair: Neil Snow**

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

**G. Budget Committee—Initial Chair: Rebecca Butler, Anil Lal**

**All University Committees or Other Appointments**

- **Academic Honesty Committee—Chair: Janice Jewett**

**V. Unfinished Business:**

A. Expedited Curriculum Legislation—pending

**VI. New Business:**

**VII. Open Forum:**

**VIII. Adjournment**

2015-16 PSU Undergraduate Curriculum Committee

9/10/15

Committee organized:       Greg Murray (COT) – chair  
                                      Kristen Maceli (COB)  
                                      Jim McBain (A&S)  
                                      Brenda Roberts (COE) – recorder  
                                      Janice Jewett – ex-officio

Chair Greg Murray via email called for a review of the current legislation proposed by ART, ETEC, HPASS, and MUSIC in order to solicit a vote or comments as appropriate.

9/11/15

All committee members participated in the unanimous approval of curriculum legislations proposed by ART, ETEC, HPASS, and MUSIC.

It was noted by Janice Jewett that some of the implementation dates may need to be adjusted as many indicate Fall of 2015. This is a result of when the legislative documents were initiated (most in early Spring).

Respectfully submitted,  
Brenda Roberts (recorder)

**Request for Revision to Course**

(Undergraduate Course Numbers through Course Number 699)

Department: Art College: Arts and SciencesSubmission Date: 4/10/15Contact Person: Rhona McBain ☐ Faculty member ☒ ChairRevision Effective: Sp 16 (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 not required in other departments. The Department of Art has notified Communication and GIT.

Purpose/Justification for Revision to Course: Changing the name of the course will allow for more specificity as to the content of the course. The change in description allows for more flexibility in course content.

**Existing Course:**Course Number: ART 420Title of Course: Art of Photography IIICredit Hours: 3.0

Prerequisite: \_\_\_\_\_

Course Description (as it appears in the current catalog): This is an advanced photography course that provides an introduction to alternative photographic processes with an emphasis on hand-coated, non-silver emulsions. Emphasis is placed on the theory, history and practice of photography as they relate to the contemporary artist.

**Proposed Course:**Course Number: ART 420Title of Course: Alternative & Historical Photographic ProcessesCredit Hours: 3.0

Prerequisite: \_\_\_\_\_

Course Description (as it will appear in the next catalog): This is an advanced photography course that provides an introduction to alternative & historical photographic processes emphasis on how they relate to the contemporary artist.



## 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. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

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

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

- ☒ Approved: Department Chairperson  
Date 4/10/15 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee  
Date 5/14/15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5/14/15 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 9/14/15 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate  
Date \_\_\_\_\_ Signature, Recording Secretary, Faculty Senate \_\_\_\_\_

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

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

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

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

## Request for Revision to Course

(Undergraduate Course Numbers through Course Number 599)

Department: Art College: Arts and Sciences

Submission Date: 4/10/15

Contact Person: Rhona McBain ☐ Faculty member ☒ Chair

Revision Effective: Sp 16 (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.

Purpose/Justification for Revision to Course: Changing the name of the course will allow for more specificity as to the content of the course.

### Existing Course:

Course Number: ART 425

Title of Course: Art of Photography IV

Credit Hours: 3.0

Prerequisite: \_\_\_\_\_

Course Description (as it appears in the current catalog): Concentration on development of personal imagery. Exploration of various techniques to improve photographic technical skill and content within the framework of in-depth extended photographic projects.

### Proposed Course:

Course Number: ART 425

Title of Course: Photographic Illustration and Mixed Media

Credit Hours: 3.0

Prerequisite: \_\_\_\_\_

Course Description (as it will appear in the next catalog): This is an advanced photography course that explores studio photography and software as well as the traditional and non-traditional illustration art media used in order to produce a narrative or editorial topic.





### 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. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

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

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- ☐ Approved: Council for Teacher Education (if applicable)  
Date \_\_\_\_\_ Signature, Council for Teacher Education Chair \_\_\_\_\_
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Date 9/14/15 Signature, Undergraduate Curriculum Committee Chair [Signature]
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Date \_\_\_\_\_ Signature, Recording Secretary, Faculty Senate \_\_\_\_\_

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**Request for New Course**

(Undergraduate Course Numbers through Course Number 699)

Department: Art College: Arts and Sciences

Submission Date: 4/10/15

Contact Person: Rhona McBain

☐ 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.*

**Proposed Course:**

Course Number: 435

Title of Course: Black and White Photographic Processes

Credit Hours: 3.0

Date first offered: SP 2016  
(Semester/Year)

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

Prerequisite: Art 220

Course Description (as it will appear in the next catalog): This is an advanced photography course that focuses on the procurement, exposure and development of black and white film and the silver print. Emphasis is also placed on how they relate to the contemporary artist.

Purpose/Justification for Proposed Course: As the department of Art moves from Sequentially numbered course titles to topics based courses this course will investigate the topic at a deeper level.

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

A. Creative Artworks: Realize ways to generate and make artworks relating media, form, and intent/concept

1. Use drawing and painting creatively to solve visual problems related to the large-scale, mural painting in an adaptable and personally unique way.

2. Use traditional media and techniques in conjunction with design concepts to solve problems of visual organization related to the large-scale murals in the public and private venue.

3. Use design components and concepts in conjunction with traditional media skills to render with a greater range of personal expression.

4. Use design components and concepts to create large scale works of art related to the that relate site with painted form to purpose and aesthetic values.

4. Create works of art with expanded aesthetic awareness.

B. Art Media Skills: Understand traditional and emerging materials, techniques, and processes.

1. Expand materials and techniques in traditional painting media, techniques and processes.

2. Apply knowledge from traditional media and information from previous classes to create works of complete works of art.

C. Art Criticism: Understand aesthetic discourse, theory, and artistic philosophy.

1. Describe personal aesthetic responses to critiques and relate them to design components and concepts.
2. Explain ways design components and concepts function in contemporary art works constructed with traditional painting media.
3. Summarize, explain, and evaluate design qualities of their own contemporary works of art.

E. Professional Practices

1. Understand the nature of professional work in their major field. Examples are: organizational structures and working patterns; artistic, intellectual, economic, technological context and development potential.
2. Acquire skill necessary to assist in the development on advancement of their careers, normally including the development of competencies in communication, presentation, and business skills necessary to engage in professional practices in their major field.
3. Develop an understanding of how to safety setup and utilize a studio environment.

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

Projects with Rubrics, presentations

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

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

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**Request for Revision to Course**

(Undergraduate Course Numbers through Course Number 699)

Department: Art College: Arts and SciencesSubmission Date: 4/10/15Contact Person: Rhona Shand <sup>McBain</sup> ☐ Faculty member ☒ ChairRevision Effective: Sp/16 (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.*Purpose/Justification for Revision to Course: Changing the name of the course will allow for more specificity as to the content of the course. The course is being changed to 3.0 credit hours allow time for the content to be more suitably addressed.**Existing Course:**Course Number: Art 450Title of Course: Portfolio CreationCredit Hours: 1.0

Prerequisite: \_\_\_\_\_

Course Description (as it appears in the current catalog): An introduction to the fundamental skills necessary to professionally present an artistic body of work focusing on research, evaluation and writing. Prerequisite: ART 350 Art Practices III: Studio Critique I (Sophomore Level).**Proposed Course:**Course Number: Art 450Title of Course: Research Methods and Writing For ArtistsCredit Hours: 3.0Prerequisite: Must be at least sophomore standingCourse Description (as it will appear in the next catalog): An critical introduction to the fundamental skills necessary to professionally present an artistic body of work focusing on research, evaluation and writing (Sophomore Level).



### 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. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

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

None

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## Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: HPSS College: Arts and Sciences

Submission Date: 4/1/15

Contact Person: Catherine Hooey

☒ 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 is meant to serve Geography majors; other students are welcome. The proposed course will be required in both the Environmental and the Urban Development emphases in Geography. It will also add to the discussion of sustainability as encouraged in the PSU master plan.

### Proposed Course:

Course Number: GEOG 501

Title of Course: Urban and Rural Sustainability

Credit Hours: 3

Date first offered: 2016

(Semester/Year)

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

Prerequisite: ENGL 299, or equivalent, or consent of instructor

Course Description (as it will appear in the next catalog): Examination of issues and best practices at local, regional and global scales

Purpose/Justification for Proposed Course: To support both the Environmental and the Urban Development emphases in Geography

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

Upon completion of this course, students will be able to:

- Understand the concept of sustainability in economic, environmental and social contexts and understand how those are all interrelated
- Apply methods of assessment of sustainability in a variety of contexts
- Explain how sustainability relates to their lives and their values, and how their actions impact issues related to sustainability
- Apply concepts related to sustainability at local, regional and global scales

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

Assessment will be comprised of three exams, the analysis of two case studies and one major paper.

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  
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- ☒ Approved: Department Chairperson  
Date \_\_\_\_\_ Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee  
Date 5/4/15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5/4/15 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 \_\_\_\_\_
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Date 9/14/15 Signature, Undergraduate Curriculum Committee Chair [Signature]
- ☐ Approved: Faculty Senate  
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**Request for Revision to Course**

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy and Social Sciences College: Arts & Sciences  
 Submission Date: March 2015

Contact Person: Kirstin Lawson☒ Faculty member ☐ ChairRevision Effective: Sp 16 (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.*

Removal of prerequisite does not affect any current PSU programs.

Purpose/Justification for Revision to Course: Current prerequisite discourages students from taking the course. In practice, the prerequisite is not required in order to be able to complete course objectives.

**Existing Course:**Course Number: HIST 435Title of Course: Archives and ManuscriptsCredit Hours: 3Prerequisite: HIST 430 History: Theory and Practice or permission of instructor

Course Description (as it appears in the current catalog): Managing archival records and manuscripts. Will provide a basic understanding of archival work, including electronic records. Participation in hands-on activities required.

**Proposed Course:**Course Number: HIST 435Title of Course: Archives and ManuscriptsCredit Hours: 3Prerequisite: None

Course Description (as it will appear in the next catalog): Managing archival records and manuscripts. Will provide a basic understanding of archival work, including electronic records. Participation in hands-on activities required.

### 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:

N/A

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

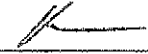


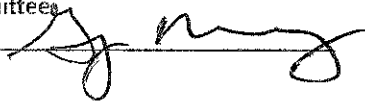
2. Will this course be required of any education majors? ☐ Yes ☒ No

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

None

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Date 9/14/15 Signature, Dean 
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Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.



# Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: History, Philosophy and Social Sciences College: Arts & Sciences  
 Submission Date: March 2015

Contact Person: Kirstin Lawson
☒ Faculty member ☐ Chair
Revision Effective: Sp 16 (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 description is being refined; will not affect other programs

Purpose/Justification for Revision to Course: Course description is being refined in order to bring the course into alignment with courses taught at other universities, both in Kansas and nationally.

## Existing Course:

Course Number: HIST 608Title of Course: Women in American HistoryCredit Hours: 3Prerequisite: none

Course Description (as it appears in the current catalog): Changes affecting American women from 1848 to the present.

## Proposed Course:

Course Number: HIST 608Title of Course: Women in American HistoryCredit Hours: 3Prerequisite: none

Course Description (as it will appear in the next catalog): The social, cultural, economic, and political history of American women, focusing on the ways race, class, gender, and region interacted to shape women's lives.

### 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:

N/A

*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 \_\_\_\_\_ Signature, Department Chairperson \_\_\_\_\_
- ☒ Approved: College Curriculum Committee  
Date 9/14/15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 9/14/15 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 9/14/15 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: History, Philosophy and Social Sciences College: Arts & Sciences  
Submission Date: March, 2015

Contact Person: Kirstin Lawson

☒ 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 is not required for any other program.

### Proposed Course:

Course Number: HIST 646

Title of Course: Modern Scotland

Credit Hours: 3

Date first offered: Fall 2016 ☒ Fall ☐ Spring ☐ Summer  
(Semester/Year) (check all that apply)

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

Course Description (as it will appear in the next catalog): A study of Scotland since the 1880s with a focus on political, economic, and social aspects of Scottish society. This course surveys the effects of Scotland's distinct experiences as a nation within the UK and brings clarity to the nation's campaigns of devolution and independence.

Purpose/Justification for Proposed Course: This course reflects the research interests of the faculty and reflects the current PSU structure of courses taught on European History.

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

Students who successfully complete this upper division History course will be able to:

\*\*Demonstrate an adequate ability to identify and characterize objective historical facts pertaining to the topic covered by this course:

\*\*Demonstrate an adequate ability to interpret the "why" and "so what" questions pertaining to the topic covered by this course; and

\*\*Demonstrate an adequate command of written and/or oral exposition pertaining to the topic covered by this course.

Additionally, students who successfully complete this course will be able to:

\*\*Describe and discuss a general overview of the history of modern Scotland;

\*\*Identify important people, places, and events in the history of modern Scotland; and

\*\*Analyze key events in the history of modern Scotland.

(This course may be taught either in the classroom or online, so the instructor may specify additional objectives on the syllabus and may modify objectives/outcomes as appropriate.)

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

Quizzes: Students will take multiple short quizzes throughout the course of the semester.

Writing assignments: Students will be complete multiple informal and formal papers over the course of the semester.

Research: Students will complete one large research project over the course of the semester.

(This course may be taught either in the classroom or online, so the instructor may specify additional assessment strategies on the syllabus and may assessment strategies as appropriate.)

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

N/A

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:

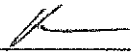
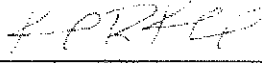

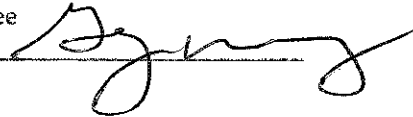
N/A

*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 \_\_\_\_\_ Signature, Department Chairperson 
- ☐ Approved: College Curriculum Committee  
Date 5/14/15 Signature, College Curriculum Committee Chair 
- ☐ Approved: Dean of College  
Date 5/14/15 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 9/14/15 Signature, Undergraduate Curriculum Committee Chair 
- ☐ Approved: Faculty Senate  
Date \_\_\_\_\_ Signature, Recording Secretary, Faculty Senate \_\_\_\_\_

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

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

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### Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: HPSS College: A&S

Submission Date: 3-30-15

Contact Person: Brad Cameron

☒ 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.*

IT WILL BE USED AS AN ELECTIVE WITHIN THE SOCIAL WORK PROGRAM

#### Proposed Course:

Course Number: SWK 401

Title of Course: SOCIAL WORK IN THE CRIMINAL JUSTICE SYSTEM

Credit Hours: 3

Date first offered: Sp16  
(Semester/Year)

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

Prerequisite: NONE

Course Description (as it will appear in the next catalog): This course is to familiarize the student with the specific workings of the American Criminal Justice system and introduce them to methods of working in this very difficult area of practice.

Purpose/Justification for Proposed Course: With the current emphasis in Criminal Justice being a therapeutic jurisprudence approach utilizing specialty courts, social workers are being employed to carry out the therapeutic aspects of this jurisprudence philosophy. This course will better better prepare the social workers to enter this rapidly expanding field and shorten the learning curve for them once they are in the system.

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

To help the student become aware of how he/she can use his/her professional knowledge and skills to effectively work in the criminal justice system, to appropriately advocate for clients involved in the criminal justice system interact with the legal system to appropriately advocate for specific client systems and address issues related to social and economic justice and injustice as a result of being adversely caught up in the Criminal Justice System

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

Assessment will be done through exams and projects relevant to the field of social work in the criminal justice system.

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.):

0

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.)?

No

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

- ☒ Approved: Department Chairperson  
Date 10. März 2015 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee  
Date 9/14/15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 9/14/15 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 9/14/15 Signature, Undergraduate Curriculum Committee Chair [Signature]
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# Syllabus

## Social Work and the Criminal Justice System

Instructor: Brad Cameron  
Office: 327A Russ Hall  
Phone: 620-235-4331 – Office  
417-358-2659 – Home

### PURPOSE OF SOCIAL WORK

The purpose of social work is to promote or restore a mutually beneficial interaction between individuals and society in order to improve the quality of life for everyone (NASW, 1981). The profession of social work promotes or restores this interaction in such a way that in turn promotes universal social and economic justice and protects the opportunities for all people to live with dignity and freedom (CSWE, 1988; from DuBois & Miley, 1991).

At the baccalaureate level this purpose and its intents is operationalized through a professional change effort that reflects the generalist perspective. The generalist perspective requires that social workers rely on a common problem-solving framework and utilize professional knowledge and skills to address the unique characteristics of various social system levels, diverse populations, and the wide spectrum of practice settings (DuBois & Miley, 1991).

Generalist social work practice involves assessing, planning, and intervening with target systems in the broadest context possible. This contextual view allows the practitioner to assess, plan, and intervene in a multifaceted manner. In so doing, the social worker can, through the assessment, planning, and intervention process, address multiple system levels that can include individuals, families, groups, organizations, and communities simultaneously.

### MISSION OF SOCIAL WORK PROGRAM

The Pittsburg State University Social Work Program seeks to prepare baccalaureate level social workers who are capable of helping people enhance their human functioning, both individually and collectively, and resolve problems which prevent them from realizing their aspirations and achieving social and economic justice. Furthermore, the program seeks to prepare students whose practice reflects sensitivity to the impact of discrimination and oppression on at-risk groups, especially those in the Four-State area surrounding Southeast Kansas.

## **SOCIAL WORK PROGRAM GOALS**

*The mission of the Pittsburg State University Social Work Program will be achieved by:*

1. Educating social work practitioners for entry level generalist practice who are capable of effectively intervening with diverse client systems and populations at the individual, family, group, organizational, and community levels and who are dedicated to the values and ethics of the social work profession, social and economic justice, the value of human diversity, and continuing personal and professional development;
2. Educating students for graduate study;
3. Contributing to the advancement of social work knowledge and skills;
4. Responding to the continuing education needs of practitioners in the Four-State area surrounding Southeast Kansas.

## **SOCIAL WORK PROGRAM OBJECTIVES**

*Graduates of the Pittsburg State University Social Work Program will be able to:*

1. View themselves and their client systems from an objective perspective and apply critical thinking skills as social work practitioners;
2. Value diversity and practice within the values and ethics of the social work profession;
3. Understanding the evolution of the social work profession, its current structure, the issues with which it has struggled, and the roles of key individuals in its development;
4. Understanding the forms and mechanisms of social oppression and discrimination and make a personal commitment to advocate for social and economic justice;
5. Utilize basic helping skills to develop and maintain professional relationships;
6. Utilize communication skills differentially and appropriately with clients, colleagues, resource persons, adversaries, and members of the community;
7. Develop accurate assessments through the integration of relevant systemic data, i.e. community (economic, social, cultural), organizational, group, family, and individual (psychological and biological);

8. Intervene effectively as a generalist practitioner with individuals, families, groups, organizations, and communities;
9. Enrich practice through evaluating and incorporating relevant research from the professional literature and through evaluating their own and their agency's practice (under supervision);
10. Analyze the impact of social policies on client systems, professionals, organizations, the community, and the nation;
11. Demonstrate basic competence in the change strategies needed to advance social and economic justice;
12. Utilize self-examination, education, supervision, and consultation to continue to develop as a person and as a professional practitioner.

**Each year the faculty as a group will:**

13. Develop and refine new social work knowledge, skills, and/or techniques and share these advances with their professional colleagues, including their students;
14. Advocate for social justice and human diversity as essential elements of a healthy community life;
15. Provide information and consultation to social work agencies and professional colleagues in the Four-State area surrounding Southeast Kansas;
16. Respond appropriately to the continuing education needs of social work practitioners in the Four-State area surrounding Southeast Kansas;
17. Utilize feedback from students and colleagues, as well as developments in the social work literature, to continue to develop and refine the social work curriculum;
18. Continue to grow and develop as human beings and as social work educators and practitioners.

**COURSE DESCRIPTION**

Social Work and the Law involves the analysis of the dynamic relationship between Social work and the American Criminal Justice system. This course will emphasize the legitimate role that social work plays when working directly or indirectly with the criminal justice system.

## **COURSE PURPOSE**

The purpose of the course is to familiarize the student with the specific workings of the American Criminal Justice system and introduce them to methods of working in this very difficult area of practice. The reason this is important is that the nature of the Social Work Profession is to work with those who are disenfranchised by Society. A criminal conviction or even adverse involvement with the law often results in the individual being disenfranchised which, in turn, impedes their ability to operate in a lawful manner in society. Social Workers in the Criminal Justice System are charged with the responsibility of helping those caught up in the system to overcome the impediments.

## **COURSE OBJECTIVES**

1. To introduce the student to the historical development of the Criminal Justice System, how the United States Criminal Justice System evolved, and in what ways the historical development of social work was compatible and incompatible with the Criminal Justice System's evolution (Program Objective 4)
2. To introduce the student to the various divisions of the Criminal Justice system of the United States and how each of those systems operate procedurally (Program Objective 11)
3. To make the student aware of the legal inequities in society and how the Criminal Justice System has been used as a tool of repression of certain groups (Program Objective 5)
4. To help the student understand that the law was the major vehicle by which disenfranchised minorities were able to obtain legal recognition of their civil rights (Program Objectives 2 & 5)
6. To make the student aware of how he/she can use his/her professional knowledge and skills to effectively work in the criminal justice system, to appropriately advocate for clients involved in the criminal justice system interact with the legal system to appropriately advocate for specific client systems and address issues related to social and economic justice and injustice as a result of being adversely caught up in the Criminal Justice System. (Program Objectives, 5,6,7,8 & 10)
7. To make the student aware of the importance of preparation for court hearings relevant to clients, focusing on assessment, documentation, and presentation of evidence (Program Objective 8)
8. To make the student aware of and to help them to understand the ethical and legal duties of the profession of social work in this particular setting. (Program Objective 3)

## COURSE GOALS

1. The student will complete the course with not only an understanding but also an appreciation of the intricacies and power of the criminal justice system.
2. The student will understand the importance of appropriate interface between social work, social science, and the criminal justice system.
3. The student will have an understanding of the inner workings of the criminal justice system which includes terminology, the law which pertains to all facets of the criminal justice system and the procedures which are constitutionally necessary for the appropriate and lawful functioning of the U.S. Criminal Justice System.
4. The student will be able to demonstrate the above-mentioned understandings through class discussion, written exams, and researching various assigned topics.

## METHODS

The teaching/learning methods for this course will include reading assignments from the texts and other appropriate materials, lecture, and class discussion.

## TEXTBOOK

Social Work Practice in the Criminal Justice System, G.T. Patterson, Routledge (2012)

## EXAMINATIONS

There will be four examinations that will be primarily objective in nature; however, the instructor reserves the right to include short essay questions as well as to adjust the number of exams depending on how much material is covered.

This exam schedule is subject to modification depending on the amount of material to be covered and the time available to cover it.

*Exam I – Chapters 1-2*

*Exam II – Chapters 3-5*

*Exam III – Chapters 6-8*

*Exam IV – Chapters 9-10*

*Exam V – Comprehensive Final*

## **METHODS OF EVALUATION**

### ***Evaluation***

Student evaluation will be based upon attendance and participation, exams, exercises, written assignments, and oral presentations.

The course is evaluated formally using the Pittsburg State University student evaluation of courses format. In addition, individual suggestions and comments by students will be accepted. Faculty peer evaluation may be employed at the discretion of the instructor.

## **GRADING SYSTEM**

- A = 90-100%
- B = 80-89%
- C = 65-79%
- D = 50-64%
- F = below 50%

### ***Make-up Policy***

If a student knows he/she will miss an exam date, arrangements must be made in advance of the test date for an alternate exam. In the event of personal illness, the student needs to contact the instructor as soon as possible.

### ***Attendance Policy***

It is vital for students to attend class because important practice techniques based on the theoretical constructs explored in this course will be elaborated on in each session. If a student stops attending class, he/she is responsible for officially dropping the class. The instructor will not drop students, and if a student's name appears on the final grade roster and said student has not attended class, the student will receive a failing grade. Students will start with 100% points up to 3 absences, for each absence thereafter, 15% points will be deducted. The attendance grade will count just like an exam when the grades are totaled. There are no excused absences.

### ***Plagiarism and Cheating Policy***

Plagiarism is the presentation of another's work as your own. Plagiarism or other forms of cheating will result in a grade of "zero" for the exam or assignment and may result in exclusion from the class.



***Statement of Reasonable Accommodation*** Any student who has a disability that may prevent him/her from fully demonstrating his/her abilities should contact the instructor personally to discuss accommodations necessary to ensure full educational opportunities. If a student does not believe that the accommodations are adequate he/she should contact Ms. Cindy Johnson, Rm. 218 Russ Hall, 620-235-4189, [Cynthiajohnson@pittstate.edu](mailto:Cynthiajohnson@pittstate.edu)

Students seeking assistance with academic programs due to a learning disability are to contact Ms. Tami Hennigh, 218A Russ Hall, 620-235-6584, [thenhign@pittstate.edu](mailto:thenhign@pittstate.edu). If a student has a learning disability that is interfering with his/her course study, he/she is to contact the

### ***Nondiscrimination Policy***

Pittsburg State University is a community of people with respect for diversity that emphasizes the dignity and equality common to all individual faculty, staff, and students. The University does not discriminate on basis of race, color, religion, sex, national origin, ancestry, age, disability, or veteran status in employment or in any of its programs or activities. PSU is an Equal Opportunity/Affirmative Action employer. A grievance procedure incorporating due process is available to any person who believes he/she has been discriminated against. Inquiries should be first directed to HPSS Chairperson, Dr. Bonnkessen, Rm. 412F Russ Hall, 620-235-4324 and if it is not resolved then Affirmative Action Officer, Ms. Cindy Johnson, 218 Russ Hall, 620-235-4185, or email her at [Cynthiajohnson@pittstate.edu](mailto:Cynthiajohnson@pittstate.edu)

### **OTHER**

The bibliography listed in your text will serve as the bibliography for this course, but I would recommend that you contact the Kansas Bar Association for additional reading list on specific topics of interest.

The law can be somewhat confusing at times. However, I will assure you that if you prepare for class and make a good faith effort in the assignments, you will not only survive this class from a grade standpoint but you will also learn something. If you are having difficulty in class, please come and see me at any time.

# Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Music College: Arts and SciencesSubmission Date: April 13, 2015Contact Person: Susan Marchant ☐ Faculty member ☒ ChairRevision Effective: Sp16 (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.*

The proposed revision would simply change a zero-credit course into a one-credit course.

Purpose/Justification for Revision to Course: Currently, we grant one hour of credit for the Senior Recital (MUS-492), but no credit for the Junior Recital (MUS-392). This seems inconsistent, given the amount of work that is required of the student in order to properly prepare and present the junior recital.

## Existing Course:

Course Number: MUSIC-392Title of Course: Junior RecitalCredit Hours: 0

Prerequisite: Junior level in same applied subject, with concurrent enrollment in that subject, plus permission of instructor.

Course Description (as it appears in the current catalog): For the Bachelor of Music program, a recital of at least 30 minutes is required in the junior year. May be repeated if the medium is different. Prerequisite: Junior level in same applied subject, with concurrent enrollment in that subject, plus permission of instructor.

## Proposed Course:

Course Number: MUSIC-392Title of Course: Junior RecitalCredit Hours: 1

Prerequisite: Junior level in same applied subject, with concurrent enrollment in that subject, plus permission of instructor.

Course Description (as it will appear in the next catalog): For the Bachelor of Music program, a recital of at least 30 minutes is required in the junior year. May be repeated if the medium is different. Prerequisite: Junior level in same applied subject, with concurrent enrollment in that subject, plus 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:

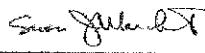
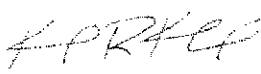
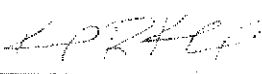
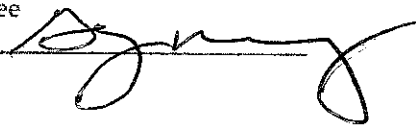
*Please realize that it will need to gain approval of the General Education Committee.*

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 April 13, 2014 Signature, Department Chairperson 
- ☒ Approved: College Curriculum Committee  
Date 5/14/15 Signature, College Curriculum Committee Chair 
- ☒ Approved: Dean of College  
Date 5/14/15 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 9/14/16 Signature, Undergraduate Curriculum Committee Chair 
- ☐ Approved: Faculty Senate  
Date \_\_\_\_\_ Signature, Recording Secretary, Faculty Senate \_\_\_\_\_

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

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

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# Request for Revision to Curriculum

Revision for: ☒ Major ☐ Minor ☐ Emphasis ☐ Certificate

Department: Music College: Arts and Sciences

Submission Date: 4/13/15

Revision Effective: Sp 16  
(Year)

Contact Person: Susan Marchant ☐ Faculty member ☒ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Bachelor of Music

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

Description of Change: Partial reversal of a change that was submitted last spring and approved last fall, in which BM piano majors had their major ensemble requirement reduced to 4 semesters. New requirement: BM piano majors will enroll in 4 semesters of major ensemble at the 100-level, and 3 semesters of major ensemble at the 300-level, for a total of 7 semesters of major ensemble participation.

Rationale for Change (include changes to curriculum objectives): Upon closer examination, a potential problem was discovered with the former request. The 300-level ensemble credits are essential to the piano major's attainment of the requisite number of upper-division credits (45) for the Bachelor's degree.

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 request simply reinstates the greater portion of a requirement that had been included in the BM degree for pianists for many years.

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.*

This request simply reinstates the greater portion of a requirement that had been included in the BM degree for pianists for many years.

## Existing Major or Minor/Emphasis/Certificate

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

Actually, the reduction of hours referenced above was legislated only this year, so it has not yet been published in the catalog. It would have taken effect in the Fall, 2015.

## Proposed Major or Minor/Emphasis/Certificate:

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

BM piano majors enroll in 4 semesters of major ensemble at the 100-level, and 3 semesters of major ensemble at the 300-level, for a total of 7 semesters of major ensemble participation.

**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

Pittsburg State University

- ☒ Approved: Department Chairperson  
Date 4/13/15 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee  
Date 5/14/15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5/14/15 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 4/14/15 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: \_\_\_\_\_

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

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

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

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

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

# Request for Revision to Curriculum

Revision for: ☒ Major ☐ Minor ☐ Emphasis ☐ Certificate

Department: Music College: Arts and Sciences

Submission Date: 3/26/15

Revision Effective: Sp 16  
(Year)

Contact Person: Susan Marchant

☐ Faculty member ☒ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Bachelor of Music (Vocal)

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

Description of Change: Modification of Foreign Language Requirement

Rationale for Change (include changes to curriculum objectives):

1. Adjustment to accommodate the recent change to 3-hour language courses.

2. Desire to broaden the choice of acceptable options to include Spanish.

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 simply to align with the new format of the language courses at PSU.

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.*

This is simply to align with the new format of the language courses at PSU.

## Existing Major or Minor/Emphasis/Certificate

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

Foreign Language (10 hours)

- MLL-124: French Language and Culture I (5 hours)
- MLL-128: French Language and Culture II (5 hours)

MLL 124 French Language and Culture I will satisfy the Languages and Cultures (3-5 hours) section of the general education requirement for the music major with a Vocal Performance emphasis.

## Proposed Major or Minor/Emphasis/Certificate:

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

Foreign Language (6 hours)

- MLL-124: French Language and Culture I (3 hours)
  - MLL-128: French Language and Culture II (3 hours)
- OR
- MLL-154: Spanish Language and Culture I (3 hours)
  - MLL-158: Spanish Language and Culture II (3 hours)

MLL 124 French Language and Culture I or MLL 154 Spanish Language and Culture I will satisfy the Languages and Cultures (3-5 hours) section of the general education requirement for the music major with a Vocal Performance emphasis.

**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 3/25/15 Signature, Department Chairperson [Signature]
- ☒ Approved: College Curriculum Committee  
Date 3/14/15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 3/14/15 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 4/14/15 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: Music College: Arts and Sciences

Submission Date: 3/26/15

Revision Effective: Sp16  
(Year)

Contact Person: Susan Marchant

☐ Faculty member ☒ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Bachelor of Music (Instrumental)

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

\_\_\_\_\_

Description of Change: Modification of Foreign Language Requirement

Rationale for Change (include changes to curriculum objectives):

1. Adjustment to accommodate the recent change to 3-hour language courses.
2. Desire to broaden the choice of acceptable options to include Spanish.

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 simply to align with the new format of the language courses at PSU.

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.*

This is simply to align with the new format of the language courses at PSU.

## Existing Major or Minor/Emphasis/Certificate

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

Foreign Language (5 hours)

- MLL-124: French Language and Culture I (5 hours)

MLL 124 French Language and Culture I will satisfy the Languages and Cultures (3-5 hours) section of the general education requirement for the music major with an Instrumental Performance emphasis.

## Proposed Major or Minor/Emphasis/Certificate:

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

Foreign Language (3 hours)

- MLL-124: French Language and Culture I (3 hours)

OR MLL-154: Spanish Language and Culture I (3 hours)

MLL 124 French Language and Culture I or MLL 154 Spanish Language and Culture I will satisfy the Languages and Cultures (3-5 hours) section of the general education requirement for the music major with an Instrumental Performance emphasis.

**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 3/25/15 Signature, Department Chairperson \_\_\_\_\_

*Susan J. [Signature]*

☒ Approved: College Curriculum Committee

Date 3/14/15 Signature, College Curriculum Committee Chair \_\_\_\_\_

*F. PR [Signature]*

☒ Approved: Dean of College

Date 3/14/15 Signature, Dean \_\_\_\_\_

*F. PR [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 9/14/15 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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additional month added to the process, before it is sent (if required) to the Kansas Board of Regents, which may result in a delay in implementation.

# Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Plastics Engineering Technology College: Technology

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

Contact Person: Jeanne H. Norton☒ Faculty member ☐ ChairRevision Effective: Sp16 (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.*

The primary reason for the revision is to change the required prerequisites:

- 1) To include an option for students to take a different Chemistry course, and
- 2) To remove the need for PET 281 Plastics Testing Technology to be taken prior to enrolling in PET 371 Thermoplastic Resins.

Purpose/Justification for Revision to Course:

In order for Plastics Engineering Technology minors to more easily take this class, whether traditional or transfer students, they may have to wait because the current Chemistry prerequisite is not offered every semester. With the option of another course, they could proceed at a slightly faster pace through their Plastics minor. Since the proposed Chemistry prerequisite is offered every semester and focuses more on technology, we believe that it is a better fit for Plastics students, majors and minor alike.

Regarding PET 281 Plastics Testing Technology, the material covered in PET 281 is not necessary for students to successfully navigate the course material presented in PET 371 Thermoplastic Resins. For Plastics minors, it is an elective. The removal of this prerequisite will allow Plastics minors to take PET 371 Thermoplastic Resins without special permissions and allow a student to obtain a Plastics minor in a shorter period of time.

### **Existing Course:**

Course Number: PET 371

Title of Course: Thermoplastic Resins

Credit Hours: 3 credits

Prerequisite: PET 281 Plastics Testing Technology, CHEM 320 Introductory Organic Chemistry and CHEM 326 Organic Chemistry Laboratory

Course Description (as it appears in the current catalog): Study of thermoplastic materials that are commercially available for the plastics industry. Review of the manufacture, properties and applications of widely utilized resins. The chemical structure - property relationships (crystallinity, morphology, copolymerization, molecular weight, and physical properties). Corequisite: PET 370 Thermoplastic Resins Laboratory. Prerequisites: PET 281 Plastics Testing Technology, CHEM 320 Introductory Organic Chemistry and CHEM 326 Organic Chemistry Laboratory.

### **Proposed Course:**

Course Number: PET 371

Title of Course: Thermoplastic Resins

Credit Hours: 3 credits

Prerequisite: CHEM 320 Introductory Organic Chemistry and CHEM 326 Organic Chemistry Laboratory OR CHEM 360 Introduction to Polymer Science and Technology.

Course Description (as it will appear in the next catalog): Study of thermoplastic materials that are commercially available for the plastics industry. Review of the manufacture, properties and applications of widely utilized resins. The chemical structure - property relationships (crystallinity, morphology, copolymerization, molecular weight, and physical properties). Corequisite: PET 370 Thermoplastic Resins Laboratory. Prerequisites: CHEM 320 Introductory Organic Chemistry and CHEM 326 Organic Chemistry Laboratory OR CHEM 360 Introduction to Polymer Science and Technology.

## 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. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. 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 13 Mar, 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 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 9/14/15 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 Deletion of Course**

(Undergraduate Course Numbers through Course Number 699)

Department: ETECH College: TechnologySubmission Date: 02/19/2015Contact Person: Paul Herring☒ Faculty member ☐ Chair

Will this deletion 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.*NoPurpose/Justification for Course Deletion: PET-272 replacing PET-372**Course to be Deleted:**Course Number: PET 372Title of Course: Plastics Processing I LaboratoryCredit Hours: 1Deletion Effective: Sp/16 (Semester/Year)Currently Offered: ☒ Fall ☐ Spring ☐ Summer (check all that apply)Was this course a part of the General Education package? ☐ Yes ☒ NoIs there a departmental course that will be proposed as a substitute? ☒ Yes ☐ No*Please realize that it will need to gain approval of the General Education Committee.*Was this course 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.*

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

- ☒ Approved: Department Chairperson  
Date 13 Mar, 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 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 4/14/15 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 deletion.

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: ETECH College: TechnologySubmission Date: 2/18/2015Contact Person: Paul Herring ☒ Faculty member ☐ ChairRevision Effective: Sp16 (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.*

No. Just a revision internally to plastics.

Purpose/Justification for Revision to Course: With this revision, Processing 1 Laboratory would relate to all processing methods at a basic level. It is intended to be a continuation of General Plastics, so it could be taken by freshmen or sophomores. Thus, the course number should be revised and catalog description updated.

## Existing Course:

Course Number: PET-372Title of Course: Plastics Processing I LaboratoryCredit Hours: 1

Prerequisite: Corequisite: PET 373 Plastics Processing I. Prerequisites: PET 281 Plastics Testing Technology, CHEM 320 Introductory Organic Chemistry and CHEM 326 Organic Chemistry Laboratory.

Course Description (as it appears in the current catalog): • PET-372: Plastic Processing I Laboratory (1 hours) (2hours laboratory) Set-up, troubleshooting, and production with injection molding, extrusion, and blow molding machinery. Production economics, safety, material handling, auxiliary equipment, and maintenance. Corequisite: PET 373 Plastics Processing I. Prerequisites: PET 281 Plastics Testing Technology, CHEM 320 Introductory Organic Chemistry and CHEM 326 Organic Chemistry Laboratory.

## Proposed Course:

Course Number: PET-272Title of Course: Plastics Processing I LaboratoryCredit Hours: 1

Prerequisite: Co-requisite: PET-273 Plastics Processing I. Prerequisite: PET-185 General Plastics and PET-180 General Plastics Laboratory.

Course Description (**as it will appear in the next catalog**): PET-272 Plastics Processing I Laboratory: (2 hours laboratory) Experiential course which supports PET273. Safety, economics, set-up, and production with extrusion, injection molding, blow molding, thermoforming, rotational molding, compression molding, transfer molding, casting, and fabrication. Co-requisite: PET-273 Plastics Processing I. Prerequisite: PET-185 General Plastics and PET-180 General Plastics Laboratory.

## 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 13 Mar, 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 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 9/14/15 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 Deletion of Course**

(Undergraduate Course Numbers through Course Number 699)

Department: ETECH College: TechnologySubmission Date: 02/19/2015Contact Person: Paul Herring☒ Faculty member ☐ Chair

Will this deletion 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.*NoPurpose/Justification for Course Deletion: PET-273 replacing PET-373**Course to be Deleted:**Course Number: PET 373Title of Course: Plastics Processing ICredit Hours: 3Deletion Effective: Sp 16 (Semester/Year)Currently Offered: ☒ Fall ☐ Spring ☐ Summer (check all that apply)Was this course a part of the General Education package? ☐ Yes ☒ NoIs there a departmental course that will be proposed as a substitute? ☒ Yes ☐ No*Please realize that it will need to gain approval of the General Education Committee.*Was this course 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.*

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

- ☒ Approved: Department Chairperson  
Date 13 Mar, 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 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 9/14/15 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 deletion.

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: ETECH College: TechnologySubmission Date: 2/18/2015Contact Person: Paul Herring ☒ Faculty member ☐ ChairRevision Effective: Sp16 (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.*No. Just a revision internally to plastics.

Purpose/Justification for Revision to Course: With this revision, Processing 1 would relate to all processing methods at a basic level. It is intended to be a continuation of General Plastics, so it could be taken by freshmen or sophomores. Thus, the course number should be revised and catalog description updated.

## Existing Course:

Course Number: PET-373Title of Course: Plastics Processing ICredit Hours: 3

Prerequisite: Corequisite: PET 372 Plastics Processing I Laboratory. Prerequisites: PET 281 Plastics Testing Technology, CHEM 320 Introductory Organic Chemistry and CHEM 326 Organic Chemistry Laboratory. May be taken concurrently with PET 371 Thermoplastic Resins and PET 370 Thermoplastic Resins Laboratory.

Course Description (as it appears in the current catalog): • PET-373: Plastic Processing I (3 hours)  
Processing techniques for thermoplastic materials, (Injection molding, extrusion, blow molding, calendaring and other thermoplastics processing techniques). Corequisite: PET 372 Plastics Processing I Laboratory. Prerequisites: PET 281 Plastics Testing Technology, CHEM 320 Introductory Organic Chemistry and CHEM 326 Organic Chemistry Laboratory.  
May be taken concurrently with PET 371 Thermoplastic Resins and PET 370 Thermoplastic Resins Laboratory.

## Proposed Course:

Course Number: PET-273Title of Course: Plastics Processing ICredit Hours: 3

Prerequisite: Co-requisite: PET-272 Plastics Processing I Laboratory. Prerequisite: PET-185 General Plastics and PET-180 General Plastics Laboratory

Course Description (**as it will appear in the next catalog**): PET-273 Plastics Processing I: (3 hours) Processing techniques for polymers including: extrusion, injection molding, blow molding, thermoforming, rotational molding, compression molding, transfer molding, casting, and fabrication. Co-requisite: PET-272 Plastics Processing I Laboratory. Prerequisite: PET-185 General Plastics and PET-180 General Plastics Laboratory.



## 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 13 Mar. 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 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 9/14/15 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: ETECH College: TechnologySubmission Date: 2/18/2015Contact Person: Paul Herring ☒ Faculty member ☐ ChairRevision Effective: Sp 16 (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.*

No. Just a revision internally to plastics.

Purpose/Justification for Revision to Course: The changes for Processing 1 must go through the legislative process because we are changing the course number and description. However, we must also consider what impact these changes have on Processing 2. While we will not change the course number for Processing 2, because of the way we will now approach Processing 1, the course description, prerequisites, and outcomes must be re-visited. The course content is being revised to cover more topics and the topics covered at an advanced level for Plastics majors appropriate for a second level course. The course description is being modified to reflect the revised content and identify the modified prerequisites.

## Existing Course:

Course Number: PET-376Title of Course: Plastics Processing II LaboratoryCredit Hours: 1Prerequisite: Prerequisites or may be taken concurrently with PET 375 Thermoset Resins and PET 374 Thermoset Resins Laboratory.

Course Description (as it appears in the current catalog): • PET-376: Plastic Processing II Laboratory (1 hours) (2 hours laboratory). Practical demonstration of various Thermoset and Thermoplastic material/processes. (Compression, Rotational, Transfer, and Vacuum Bag Molding (Composites), Elastomer formulation, and Thermoforming). Parts/test specimens are produced with testing to evaluate material/process optimization.

Prerequisites or may be taken concurrently with PET 375 Thermoset Resins and PET 374 Thermoset Resins Laboratory.

## Proposed Course:

Course Number: PET-376Title of Course: Plastics Processing II Laboratory

Credit Hours: 1

Prerequisite: Co-requisite: PET-377 Plastics Processing II. Prerequisite: PET-273 Plastics Processing I, PET-272 Plastics Processing I Laboratory, PET-371 Thermoplastic Resins, PET-370 Thermoplastic Resins Laboratory.

Course Description (as it will appear in the next catalog): COURSE DESCRIPTION: PET-376: Plastics Processing II Laboratory: (2 hours laboratory). Experiential course which supports PET-377. Focused on safety, set-up, optimization, and automation with extrusion, injection molding, blow molding, thermoforming and other processing methods. Co-requisite: PET-377 Plastics Processing II. Prerequisite: PET-273 Plastics Processing I, PET-272 Plastics Processing I Laboratory, PET-371 Thermoplastic Resins, PET-370 Thermoplastic Resins Laboratory.

## 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 13 Mar, 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 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 9/14/15 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: ETECH College: TechnologySubmission Date: 2/18/2015Contact Person: Paul Herring ☒ Faculty member ☐ ChairRevision Effective: Sp 16 (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.*

No. Just a revision internally to plastics.

Purpose/Justification for Revision to Course: The changes for Processing 1 must go through the legislative process because we are changing the course number and description. However, we must also consider what impact these changes have on Processing 2. While we will not change the course number for Processing 2, because of the way we will now approach Processing 1, the course description, prerequisites, and outcomes must be re-visited. The course content is being revised to cover more topics and the topics covered at an advanced level for Plastics majors appropriate for a second level course. The course description is being modified to reflect the revised content and identify the modified prerequisites.

## Existing Course:

Course Number: PET-377Title of Course: Plastics Processing IICredit Hours: 3

Prerequisite: Corequisite: PET 376 Plastics Processing II Laboratory. Prerequisite or may be taken concurrently with PET 375 Thermoset Resins and PET 374 Thermoset Resins Laboratory.

Course Description (as it appears in the current catalog): • PET-377: Plastic Processing II (3 hours) (3 hours lecture) Thermoset and Thermoplastic materials and processes. Polymer, additive, and reinforcement utilization with emphasis placed on material/process to application selection. Corequisite: PET 376 Plastics Processing II Laboratory. Prerequisite or may be taken concurrently with PET 375 Thermoset Resins and PET 374 Thermoset Resins Laboratory.

## Proposed Course:

Course Number: PET-377Title of Course: Plastics Processing II

Credit Hours: 3

Prerequisite: Co-requisite: PET-376 Plastics Processing II Laboratory. Prerequisite: PET-273 Plastics Processing I, PET-272 Plastics Processing I Laboratory, PET-371 Thermoplastic Resins, PET-370 Thermoplastic Resins Laboratory.

Course Description (as it will appear in the next catalog): COURSE DESCRIPTION: PET-377: Plastics Processing II: (3 hours) Study of the more prevalent industry processing methods (extrusion, injection molding, blow molding, thermoforming, and others) focusing on optimization, quality, automation, maintenance, and safety. Overall manufacturing enterprise and costing strategies will be included. Co-requisite: PET-376 Plastics Processing II Laboratory. Prerequisite: PET-273 Plastics Processing I, PET-272 Plastics Processing I Laboratory, PET-371 Thermoplastic Resins, PET-370 Thermoplastic Resins Laboratory.



## 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

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Date 13 Mar, 15 Signature, Department Chairperson Tim Thomas
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- ☒ Approved: Dean of College  
Date 5.4.15 Signature, Dean [Signature]
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# Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: ETECH College: TechnologySubmission Date: 2/18/2015Contact Person: Paul Herring ☒ Faculty member ☐ ChairRevision Effective Sp 16 (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.*

No. Just a revision internally to plastics.

Purpose/Justification for Revision to Course: PET 585 Mold Design and PET 684 Plastics Part Design have been taught as closely related courses, however, the content in closely related with some duplicate content. The course content is being adjusted and course names changed to allow the desired topics and more topics to be covered as "introductory" in PET 585 Part & Mold Design I and these topics "advanced" in PET 684 Part & Mold Design II. Therefore, those students pursuing a minor in Plastics or simply those interested in plastic product development could take the first course, and thus reduce the hours required to learn at least the basics of these topics. Student in the major will benefit through exposure to more topics in the first course and advanced knowledge on those topics in the second course.

## Existing Course:

Course Number: PET-585Title of Course: Mold DesignCredit Hours: 3Prerequisite: Prerequisite: MECET 121 Engineering Graphics I and MECET 226 Computer Aided Design.

Course Description (as it appears in the current catalog): • PET-585: Mold Design (3 hours) (1 hour lecture, 4 hours laboratory). Methods and systems used in design of tooling for all major plastic processing methods. Design projects will be completed using computer-aided design and analysis tools with accepted industry standards. Prerequisite: MECET 121 Engineering Graphics I and MECET 226 Computer Aided Design.

## Proposed Course:

Course Number: PET-585Title of Course: Part & Mold Design ICredit Hours: 3

Prerequisite: MECET-121 Engineering Graphics I, PET-273 Plastics Processing I, PET-371 Thermoplastics Resins

Course Description (**as it will appear in the next catalog**): PET-585: Part and Mold Design I: (3 hours) Methods and systems used in the development of plastic products, from concept development, material selection, CAD design, CAE analysis, cost analysis, and prototyping, through molds/tooling used for production. Focus is placed on the design process using standard industry practices.

Prerequisites: MECET-121 Engineering Graphics I, PET-273 Plastics Processing I, PET-371 Thermoplastics Resins

## 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  
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Date 13 Mar, 15 Signature, Department Chairperson Tim Thomas
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Date \_\_\_\_\_ Signature, Council for Teacher Education Chair \_\_\_\_\_
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## Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: ETECH College: TechnologySubmission Date: 2/18/2015Contact Person: Paul Herring ☒ Faculty member ☐ ChairRevision Effective: Sp16 (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.*

No. Just a revision internally to plastics.

Purpose/Justification for Revision to Course: PET 585 Mold Design and PET 684 Plastics Part Design have been taught as closely related courses, however, the content in closely related with some duplicate content. The course content is being adjusted and course names changed to allow the desired topics and more topics to be covered as "introductory" in PET 585 Part & Mold Design I and these topics "advanced" in PET 684 Part & Mold Design II. Therefore, those students pursuing a minor in Plastics or simply those interested in plastic product development could take the first course, and thus reduce the hours required to learn at least the basics of these topics. Student in the major will benefit through exposure to more topics in the first course and advanced knowledge on those topics in the second course.

### Existing Course:

Course Number: PET-684Title of Course: Part DesignCredit Hours: 3

Prerequisite: MECET 121 Engineering Graphics I, PET 180 General Plastics Laboratory and PET 185 General Plastics, PET 373 Plastics Processing I, PET 377 Plastics Processing II, PET 371 Thermoplastic Resins, PET 375 Thermoset Resins.

Course Description (as it appears in the current catalog): • PET-684: Plastics Part Design (3 hours)

Methods and systems used in the development of plastic products. Design projects will be completed using computer-aided design and analysis tools with accepted industry standards. Emphasis is placed on material selection, engineering property analysis, cost analysis, and rapid prototyping. Prerequisite: MECET 121 Engineering Graphics I, PET 180 General Plastics Laboratory and PET 185 General Plastics, PET 373 Plastics Processing I, PET 377 Plastics Processing II, PET 371 Thermoplastic Resins, PET 375 Thermoset Resins.

### Proposed Course:

Course Number: PET-684

Title of Course: Part & Mold Design II

Credit Hours: 3

Prerequisite: MECET-226 Computer Aided Design, PET-281 Plastics Testing Technology, PET-375 Thermoset Resins, PET-377 Plastics Processing II, PET-585 Part and Mold Design I

Course Description (**as it will appear in the next catalog**): COURSE DESCRIPTION: PET-585 Part and Mold Design II. (3 hours) Methods and systems used in the development of plastic products utilizing advanced CAD design processes and CAE analysis/simulation techniques including design of complex molds/tooling for production. Projects based on industry type design scenarios will be completed.

Prerequisites: MECET-226 Computer Aided Design, PET-281 Plastics Testing Technology, PET-375 Thermoset Resins, PET-377 Plastics Processing II, PET-585 Part and Mold Design I



## 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  
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- ☒ Approved: Department Chairperson  
Date 13 Mar. 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 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 9/14/15 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 Curriculum

Revision for: ☒ Major ☐ Minor ☐ Emphasis ☐ Certificate

Department: ETECH College: Technology

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

Revision Effective: Sp 16 ;  
(Year)

Contact Person: Rebeca Book ☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Plastics Engineering Technology

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

\_\_\_\_\_

Description of Change: Changing chemistry course names that are listed for major.

Rationale for Change (include changes to curriculum objectives): The Chemistry Department development and implementation of the Polymer Chemistry program allows changes in chemistry courses that are used for support courses Plastics Engineering Technology. In the "Support Courses" section of the BSET, Plastics major, students will now have the option to complete 5-hours of Organic Chemistry, CHEM-320: Introductory Organic Chemistry (3 hours) and CHEM-326: Organic Chemistry Laboratory (2 hours) or 3-hours of CHEM-360: Introductory to Polymer Science and Technology (3 hours).

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.*

Only affects those here at Pittsburg State University to show updates to our support courses.

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.*

After changes from other departments affected our major, so these are simply changes to reflect those changes.

### Existing Major or Minor/Emphasis/Certificate

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

Support Courses (23 hours)

- ENGL-301: Technical/Professional Writing (3 hours)
- MATH-150: Calculus I (5 hours)
- CHEM-215: General Chemistry I (3 hours)
- CHEM-216: General Chemistry I Laboratory (2 hours)
- CHEM-320: Introductory Organic Chemistry (3 hours)
- CHEM-326: Organic Chemistry Laboratory (2 hours)
- CHEM-620: Polymer Chemistry (3 hours)
- CHEM-621: Polymer Chemistry Laboratory (2 hours)

**Proposed Major or Minor/Emphasis/Certificate:**

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

Support Courses (21-23 hours)

- ENGL-301: Technical/Professional Writing (3 hours)
- MATH-150: Calculus I (5 hours)
- CHEM-215: General Chemistry I (3 hours)
- CHEM-216: General Chemistry I Laboratory (2 hours)
- CHEM-320: Introductory Organic Chemistry (3 hours) and CHEM-326: Organic Chemistry Laboratory (2 hours)
- or CHEM-360: Introductory Polymer Science and Technology (3 hours)
- CHEM-625: Polymer Synthesis & Characterization (3 hours)
- CHEM-626: Polymer Synthesis & Characterization Laboratory (2 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.

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

- ☒ Approved: Department Chairperson  
Date 13 Mar, 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 Signature, Dean [Signature]
- ☐ Approved: General Education Committee (if applicable)  
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Date \_\_\_\_\_ Signature, Council for Teacher Education Chair \_\_\_\_\_
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee  
Date 9/14/15 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: ETECH College: Technology

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

Revision Effective: Sp 16  
(Year)

Contact Person: Rebeca Book ☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Plastics Engineering Technology

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

\_\_\_\_\_

Description of Change: Deleted two courses, PET 372/373 and replacing them with two courses at lower level in the program, PET 272/273. Course content was moved between courses identified as I and courses identified as II to ensure content was not duplicated and the course identified as I was introductory and could be taken by student pursuing a minor and content in the course identified as II contained the advanced topics appropriate for students in the major. Two courses were renamed, PET 585 and PET 684 to support this content shift and I (introductory, minor), II (advanced, major) concept.

Rationale for Change (include changes to curriculum objectives): Course content requirements have increased with the new developments in materials, manufacturing processes, and technology applications associated with Plastics deiscipline. The existent course content structure attempts to cover one complete topic area in one course and another topic area in a second course. However, the subject areas are related so both areas are being covered in both courses leading to duplication of content without thorough coverage of any subuct area. The new course content structure will cover all subject areas as introductory topics in the first course and all subjects as advanced topics in the second course. This approach allows a streamlined system to cover the desired material without duplication and allows the Plastic minor to be difined as the introduocory courses with reduced prerequisites and the second course to focus on advanced topics for the Plastics Engineering Technology major.

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.*

No. It will only affect those at Pittsburg State University.

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.*

No. All courses being affected are those within plastics.

## Existing Major or Minor/Emphasis/Certificate

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

Technical Specialties (36 hours)

- PET-180: General Plastics Laboratory (1 hours)

- PET-185: General Plastics (3 hours)
- PET-281: Plastics Testing Technology (3 hours)
- PET-370: Thermoplastic Resins Laboratory (1 hours)
- PET-371: Thermoplastic Resins (3 hours)
- PET-372: Plastic Processing I Laboratory (1 hours)
- PET-373: Plastic Processing I (3 hours)
- PET-374: Thermoset Resins Laboratory (1 hours)
- PET-375: Thermoset Resins (3 hours)
- PET-376: Plastic Processing II Laboratory (1 hours)
- PET-377: Plastic Processing II (3 hours)
- PET-585: Mold Design (3 hours)
- PET-586: Senior Project (3 hours)
- PET-684: Plastics Part Design (3 hours)
- PET-685: Composites (3 hours)
- MFGET-268: Manufacturing Methods I Laboratory (1 hours)
  
- MFGET 263 Manufacturing Methods I (satisfied by general education) (2 hours)

### **Proposed Major or Minor/Emphasis/Certificate:**

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

#### **Technical Specialties (36 hours)**

- PET-180: General Plastics Laboratory (1 hours)
- PET-185: General Plastics (3 hours)
- PET-272: Plastic Processing I Laboratory (1 hours)
- PET-273: Plastic Processing I (3 hours)
- PET-281: Plastics Testing Technology (3 hours)
- PET-370: Thermoplastic Resins Laboratory (1 hours)
- PET-371: Thermoplastic Resins (3 hours)
- PET-374: Thermoset Resins Laboratory (1 hours)
- PET-375: Thermoset Resins (3 hours)
- PET-376: Plastic Processing II Laboratory (1 hours)
- PET-377: Plastic Processing II (3 hours)
- PET-585: Part & Mold Design I (3 hours)
- PET-586: Senior Project (3 hours)
- PET-684: Part & Mold Design II (3 hours)
- PET-685: Composites (3 hours)
- MFGET-268: Manufacturing Methods I Laboratory (1 hours)
- MFGET 263 Manufacturing Methods I (satisfied by general education) (2 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.

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

- ☒ Approved: Department Chairperson  
Date 13 Mar, 15 Signature, Department Chairperson Tim Thomas
- ☒ Approved: College Curriculum Committee  
Date 4.29.15 Signature, College Curriculum Committee Chair [Signature]
- ☒ Approved: Dean of College  
Date 5.4.15 Signature, Dean [Signature]
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Date \_\_\_\_\_ Signature, Council for Teacher Education Chair \_\_\_\_\_
- ☒ Approved: Faculty Senate University Undergraduate Curriculum Committee  
Date 9/14/15 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: ETECH College: Technology

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

Revision Effective: Sp 16  
(Year)

Contact Person: Rebeca Book ☒ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Minor in Plastics Technology

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

\_\_\_\_\_

Description of Change: Changed minor to set courses with option of electives. Change in some course names.

Rationale for Change (include changes to curriculum objectives): Courses have been revised and changed in the program. Some courses have been set up so that the first course is the introductory course, with the second course being the advanced course for the students in the major. This allows a more streamlined option for the minor without a number of prerequisites and allowing the student taking the minor to be exposed to the subject. With the changes to the minor, it also gives the student the opportunity to select electives that could apply more to their major.

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.*

No. It will only affect those at Pittsburg State University.

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.*

No. All courses being affected are those within plastics.

### Existing Major or Minor/Emphasis/Certificate

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

- PET-185: General Plastics (3 hours)
- AND PET-180: General Plastics Laboratory (1 hours)
- PET-281: Plastics Testing Technology (3 hours)
- PET-371: Thermoplastic Resins (3 hours)
- AND PET-370: Thermoplastic Resins Laboratory (1 hours)
- PET-373: Plastic Processing I (3 hours)
- AND PET-372: Plastic Processing I Laboratory (1 hours)
- PET-375: Thermoset Resins (3 hours)
- AND PET-374: Thermoset Resins Laboratory (1 hours)
- PET-377: Plastic Processing II (3 hours)
- AND PET-376: Plastic Processing II Laboratory (1 hours)

- PET-585: Mold Design (3 hours)

**Proposed Major or Minor/Emphasis/Certificate:**

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

- PET-185: General Plastics (3 hours)
- AND PET-180: General Plastics Laboratory (1 hours)
- PET-371: Thermoplastic Resins (3 hours)
- AND PET-370: Thermoplastic Resins Laboratory (1 hours)
- PET-273: Plastic Processing I (3 hours)
- AND PET-272: Plastic Processing I Laboratory (1 hours)
- PET-585: Part & Mold Design I (3 hours)

Pick 6 hours of electives from the following:

- PET-281: Plastics Testing Technology (3 hours)
  - PET-375: Thermoset Resins (3 hours)
- AND PET-374: Thermoset Resins Laboratory (1 hours)
- PET-377: Plastic Processing II (3 hours)
- AND PET-376: Plastic Processing II Laboratory (1 hours)
- PET-684: Part & Mold Design II (3 hours)
  - PET-673: Advanced Injection Molding (3 hours)
  - PET-685: Composites (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.

PITTSBURG STATE UNIVERSITY  
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Date 13 Mar. 15 Signature, Department Chairperson Tim Thomas
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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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