



Pittsburg State University Faculty Senate Meeting

Date: Monday, November 30, 2020
Time: 3:00 p.m.
Location: Ballroom, Overman Student Center

AGENDA

- I. Call to order**
- II. Approval of October 26, 2020 minutes**
- III. Announcements**
 - A. Guest Speaker- Deatrea Rose, Steve Erwin**
 - B. Provost and Vice President of Academic Affairs- Howard Smith**
 - C. PSU/KNEA Remarks- Khamis Siam**
 - D. Student Senate Remarks- Bella L'Heureux**
 - E. Unclassified Professional Senate Remarks- Jason Kegler**
 - F. University Support Staff Remarks- Terri Blessent**
 - G. Faculty Senate Report- Cole Shewmake**
- IV. Committee Reports**

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

 - A. Academic Affairs Committee—Chair: Steve Cox**
 - Undergraduate Curriculum Subcommittee—**Chair: Mary Jo Goedeke (Shawnee Hendershot Reporting)**
 - Library Services/Learning Resources Subcommittee—**Chair: Stella Hastings**

- Online and Distance Learning Committee—**Chair: Krissy Lewis (Cole Shewmake Reporting)**
- Academic Honors Subcommittee—**Chair: John Daley**
- Honors College Subcommittee—**Chair: Michael Davidsson**
- Writing Across the Curriculum Subcommittee—**Chair: Laura Covert-Miller (Alex Binder Reporting)**
- Diversity and Multicultural Affairs Subcommittee—**Chair: Jessica Jorgenson-Borchert**

B. Student-Faculty Committee—Chair: Gail Yarick

C. All University Committee—Chair: Tatiana Goris

D. Faculty Affairs Committee—Chair: Trina Larery (Cole Shewmake Reporting)

E. Constitution Committee—Chair: James Whitney

F. Pitt State Pathway Committee—Chair: Michelle Hudiburg

G. Budget Committee—Chair: Tatiana Goris

H. Academic Honesty Committee—Chair: Shawnee Hendershot

V. Unfinished Business:

A. Nomination process for Faculty Senate Executive Committee

B. Repository of Minutes for FS Committee Meetings

VI. New Business:

VII. Open Forum:

VIII. Adjournment

Next Faculty Senate Meeting: December 7, 2020 -- 3:00 pm

Academic Affairs – Chair: Steve Cox
Recorder: Kevin Bracker

No Report

Undergraduate Curriculum – Chair: Mary Jo Goedeke
Recorder: Mary Jo Goedeke

Items for approval

Library Services – Chair: Stella Hastings
Recorder: David Miller

Online and Distance Learning – Chair: Krissy Lewis
Recorder: Robert Lindsey

November Report

The online and distance learning committee met on November 9, 2020. We began to look at sample distance education plans, scorecards, and D/F/W rates at PSU regarding online courses. This data will help to aid with the development of a distance education plan for PSU.

Academic Honors – Chair: John Daley
Recorder: John Daley

No Report

Honors College – Chair: Michael Davidsson
Recorder: Susan Carlson

Writing Across the Curriculum – Chair: Laura Covert-Miller
Recorder: Alex Binder

No Report

Diversity and Multicultural Affairs – Chair: Jessica Jorgenson-Borchert
Recorder: Lori Martin

Continued discussion from previous meeting

Student-Faculty – Chair: Gail Yarick
Recorder: Grant Moss

No Report

All-University – Chair: Tatiana Goris
Recorder: Browyn Conrad

Faculty Affairs – Chair: Trina Larery
Recorder: Jennifer Harris

No Report

Constitution – Chair: James Whitney
Recorder: Hazel Coltharp

No Report

**Pitt State Pathway – Chair: Michelle Hudiberg
Recorder: Bob Kehle**

No Report

**Budget Committee – Chair: Tatiana Goris
Recorder: John Franklin**

Met on 11/16---See notes below

**Academic Honesty – Chair: Shawnee Hendershot
No Report**

The Budget Committee met via Zoom Monday, November 16, 2020, 4—5pm.

Members present: Doug Ball; Mark Diacopoulos; John Franklin;
Tatiana Goris (Chair); Josh Shay; Gail Yarick
Member absent: Lori Martin

Doug Ball presented information in two parts:

- 1st, an informational report on Fiscal Year 2020-- 21 and Fiscal Year 2021-- 22; and,
- 2nd, a question (from Committee members) and response (from Doug) session.

- Highlights from FY 2020—21:
 - Spring, 2020's fiscal shortfall caused by closing campus are covered by funds provided by the Federal government;
 - extraordinary expenses associated with creating and maintaining a safe campus are covered by funds managed by the Governor, the Board of Regents and Crawford County
 - the anticipation is that reductions in labor costs are not required at this time
- Highlights from FY 2021—22:
 - projections are murky because there is no guarantee that Federal funding will continue
 - the anticipation is that State support will be reduced 10%
 - the hope is that State revenue will increase, helping to offset the 10% reduction

Q: What are the prospects of replacing faculty who retire or relocate?

R: a hiring ban is undesirable; but, we need to be thoughtful and careful in determining which hires are essential

- the Provost would have more details about this process

Q: Are there any outcomes from the consultant (RKG)?

R: their report is influencing decisions

- for example, their net revenue model is a very useful tool that affects hiring

Q: Is there a chance of salaries being reduced?

R: not any specific planning of which I am aware

Q: Can you tell us about any effect COVID has had on student on-campus housing and dining?

R: in Spring, 2020, we lost \$1.4 M because we closed campus before Spring Break; this amount was covered by Federal funds

- in the Fall we have encountered expenses from quarantining and isolation
--we provide local housing; or, students may go home with a housing credit
- our change in this Fall's schedule reduced our income by two weeks
- according to Steve Erwin, overall the situation is manageable
- we have a good response from students in dorms for managing COVID risk:
--we have had a lower-than-expected number of on-campus cases

Q: Is there any news about a simulation hospital?

R: 3 donor groups are contributing toward the \$6M goal

Q: Will there be changes to summer teaching?

R: that question could be better answered by Dr. Smith; there is no change of which I am aware

Q: Will there be changes in the \$100K disbursed by the Faculty Affairs Committee?

R: that will be an area of focus when things are more normal

Q (to all): When is a good time for our next meeting?

R (from all): mid-February might be good

Notes recorded and report written by John Franklin.

Summary of Faculty Comments from SGA's Mental Health Days Proposal

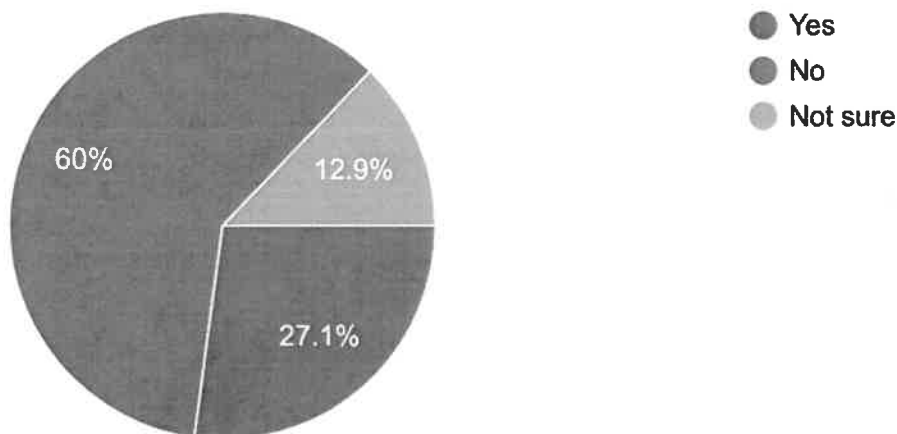
Comments in Support

- Mental health of our students is a very important subject
- 15 weeks straight can be daunting
- A day to decompress is refreshing
- Opportunity for mental health days for faculty too

Comments Opposing

- Reduces instructional time, thus causing *more stress* on the other days to complete all necessary material in the semester (The same amount of work we need to be completed in less days)
- Many programs on campus are crunched for time to complete required hours for certifications, licensures, clinicals, and practicums. Taking even one day off from a semester would restrict certifications, etc. from being offered by those programs
- With a vast majority of our courses already being Online, Hybrid, Hyflex, there is already some flexibility built for time built in to the schedule
- Students choose their own mental health days when they decide to not attend class at certain times throughout the semester
- Students will not use the Mental Health Day for its intended purpose (break from stress) and will pick up another shift at work or play "catch up" with school work
- In straw polls of individual classes, faculty found that most students a) don't support (don't think it is needed/necessary) Mental Health Days, b) would pick up another shift at work

Do you support SGA's Mental Health Days Proposal? (85 responses)



UGCC Meeting 11/10/2020

	Voting Members					Hendershot (Ex Officio)
	Goedeke	Gupta	Lewis	Wood	Fleming	
Dept: BIOL						
Request for Deletion of Curriculum BSED Biol	X	X	X	X	X	
Request for Revision to Curriculum Add Education Emphasis						
DEPT: KCOB						
Request for Revision to Curriculum Revise Marketing Minor to include MKTG 201	X	X	X	X	X	
Dept: COMM						
Request for Deletion of Curriculum BSED Comm Major	X	X	X	X	X	
Request for New Emphasis Add Comm Education Emphasis	X	X	X	X	X	
Dept: EML						
Request for Revision to Curriculum Revision to Creative Writing Minor Courses	X	X	X	X	X	
Request for Deletion of Course						
IEP-031 Intermediate I Structure	X	X	X	X	X	
IEP-032 Intermediate I Compositon	X	X	X	X	X	
IEP-033 Intermediate I Reading	X	X	X	X	X	
IEP-034 Intermediate Listening/Speaking	X	X	X	X	X	
IEP-041 Intermediate II Structure	X	X	X	X	X	
IEP-042 Intermediate II Composition	X	X	X	X	X	
IEP-043 Intermediate II Reading	X	X	X	X	X	
IEP-044 Intermediate II Listening/Speaking	X	X	X	X	X	
IEP-051 Advanced I Structure	X	X	X	X	X	
IEP-052 Advanced I Composition	X	X	X	X	X	
IEP-053 Advanced I Reading	X	X	X	X	X	
IEP-054 Advanced Listening/Speaking	X	X	X	X	X	
IEP-061 Academic Preparation Text/Lecture	X	X	X	X	X	
IEP-062 Academic Preparation Writing	X	X	X	X	X	
Request for Revision to Curriculum Revision to EDUC emphasis courses	X	X	X	X	X	
Request for New Course						
IEP-045 Intermediate Structure and Compositi		X	X	X	X	
IEP-046 Intermediate Reading/Listening/Speal		X	X	X	X	
IEP-065 Advanced Structure and Composition		X	X	X	X	
IEP-066 Advanced Reading/Listening/Speaking		X	X	X	X	
Dept: MFGET						
Request for Revision to Curriculum MECET 420 moved to Automation/Auto/Manu	X	X	X	X	X	
Request for Revision to Course Modify MFGET 666	X	X	X	X	X	
Dept: HHPR						
Request for New Course Add REC 473	X	X	X	X	X	

Request for Deletion of Curriculum

Deletion of: Major Minor Emphasis Certificate

Department: Biology College: Arts and Sciences

Submission Date: 4-25-2020

Revision Effective: Fall, 2020
(Year)

Contact Person: Virginia Rider Faculty member Chair

Name of Existing Major or Minor/Emphasis/Certificate: Bachelor of Science in Education with a Major in Biology

Rationale for Deletion: The current emphasis areas under the BSED will become emphasis areas under the BS. This will streamline our offerings and make them more efficient.

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.

The required course in this degree program are being kept as a new emphasis in the Biology major

Will this deletion involve specific PittState Pathway courses? Yes No
If "yes," please realize that this requirement will need to gain approval of the PittState Pathway Committee.

Will this deletion affect any education majors? Yes No
If "yes," please realize that this requirement 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 4-25-20 Signature, Department Chairperson Virginia Rider

Approved: College Curriculum Committee
Date 9/8/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto

Approved: Dean of College
Date 9/8/20 Signature, Dean Mary Carol Pomatto

Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____

Approved: Council for Teacher Education (if applicable)
Date 10/7/20 Signature, Council for Teacher Education Chair James Trumbore

Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair _____

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

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

Notification to COCAO/Kansas Board of Regents: _____ Date: _____

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

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

Following Faculty Senate Approval, SUBMIT SIGN-OFF SHEET AND the MEMO TO THE OFFICE OF THE PROVOST (220 RUSS HALL)

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

Request for Revision to Curriculum

Revision for: Major Minor Emphasis Certificate

Department: Biology College: Arts and Sciences This program is to be offered 50% or more online as a Hybrid _____
This program is to be offered fully online _____

Submission Date: ~~4-25-10~~ Revision Effective: Fall, 2020
(Year)

Contact Person: Virginia Rider Faculty member Chair

Name of Existing Major or Minor/Emphasis/Certificate: Bachelor of Science in Education with a Major in Biology

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

Description of Change: The current BSED Major in Biology will become an emphasis areas under the BS. The coursework is the same.

Rationale for Change (include changes to curriculum objectives): This will streamline our offerings and make them more efficient

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.

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.

The course work requirements remain the same.

Existing Major or Minor/Emphasis/Certificate

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

Bachelor of Science in Education with Major in Biology

Biology Requirements (38 hours)

BIOL 211: Principles of Biology I	4
BIOL 212: Principles of Biology II	4
BIOL 257: Anatomy and Physiology	3
and BIOL 258: Anatomy and Physiology Laboratory	2
BIOL 300: Assisting in the Biology Laboratory	1
BIOL 322: Genetics	3
and BIOL 323: Genetics Laboratory	2
BIOL 330: Principles of Ecology.	3
BIOL 371: General Microbiology	3

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2013

and BIOL 372: General Microbiology Laboratory	2
BIOL 479: Techniques for Teaching Biology	3
Biology electives (including 3 hour field course) (8 hours)	
BIOL 479 Techniques for Teaching Biology can only be taken after admission to Teacher education	

Professional Education Requirements*
(12 hours)

EDUC 261: Explorations in Education	3
EDUC 520: Methods and Materials for Academic Literacy	3
PSYCH 263: Developmental Psychology	3
PSYCH 357: Educational Psychology	3
SPED 510: Overview of Special Education	3

*See Admission to Professional Semester for professional education grade point requirements.

EDUC 520 Methods and Materials for Academic Literacy and PSYCH 357 Educational Psychology must have admission to Teacher Education to enroll.

Professional Semester (17 hours)

BIOL 579: Supervised Student Teaching and Follow-Up of Teachers	2
EDUC 458: Methods and Curriculum	3
EDUC 462: Secondary and Middle Level Education	2
EDUC 464: Foundations of Measurement and Evaluation	2
EDUC 480: Supervised Teaching in the Secondary School	3
EDUC 482: Supervised Teaching in the Secondary School	5

Minor Requirements* (20 hours)

CHEM 215: General Chemistry I	3
and CHEM 216: General Chemistry I Laboratory	2
CHEM 320: Introductory Organic Chemistry.	3
and CHEM 326: Organic Chemistry Laboratory	2
PHYS 100: College Physics I	4
and PHYS 130: Elementary Physics Laboratory I	1
or PHYS 171: Physical Science	3
and PHYS 172: Physical Science Laboratory	1

Additional hours chosen from chemistry or physics (5-11 hours)

*This curriculum assumes a physical science minor. Other minors are available. Persons interested in biology as a second teaching field should contact the BSEd advisor in the Department of Biology or the Director of Teacher Education, Hughes Hall, for specific requirements.

PHYS 171/172 Physical Science/Laboratory hours do not count toward 20 hour physical science minor total.

Proposed Major or Minor/Emphasis/Certificate:

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

Major in Biology with Emphasis in Biology Education

Biology Requirements (38 hours)

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2013

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BIOL 211: Principles of Biology I	4
BIOL 212: Principles of Biology II	4
BIOL 257: Anatomy and Physiology	3
and BIOL 258: Anatomy and Physiology Laboratory	2
BIOL 300: Assisting in the Biology Laboratory	1
BIOL 322: Genetics	3
and BIOL 323: Genetics Laboratory	2
BIOL 330: Principles of Ecology	3
BIOL 371: General Microbiology	3
and BIOL 372: General Microbiology Laboratory	2
BIOL 479: Techniques for Teaching Biology	3
Biology electives (including 3 hour field course) (8 hours)	
BIOL 479 Techniques for Teaching Biology can only be taken after admission to Teacher education	

Professional Education Requirements*

(12 hours)

EDUC 261: Explorations in Education	3
EDUC 520: Methods and Materials for Academic Literacy	3
PSYCH 263: Developmental Psychology	3
PSYCH 357: Educational Psychology	3
SPED 510: Overview of Special Education	3

*See Admission to Professional Semester for professional education grade point requirements.

EDUC 520 Methods and Materials for Academic Literacy and PSYCH 357 Educational Psychology must have admission to Teacher Education to enroll.

Professional Semester (17 hours)

BIOL 579: Supervised Student Teaching and Follow-Up of Teachers	2
EDUC 458: Methods and Curriculum	3
EDUC 464: Measurement and Evaluation	3
EDUC 475: Supervised Clinical Experience	9

Minor Requirements* (20 hours)

CHEM 215: General Chemistry I	3
and CHEM 216: General Chemistry I Laboratory	2
CHEM 320: Introductory Organic Chemistry	3
and CHEM 326: Organic Chemistry Laboratory	2
PHYS 100: College Physics I	4
and PHYS 130: Elementary Physics Laboratory I	1
or PHYS 171: Physical Science	3
and PHYS 172: Physical Science Laboratory	1

Additional hours chosen from chemistry or physics (5-11 hours)

*This curriculum assumes a physical science minor. Other minors are available. Persons interested in biology as a second teaching field should contact the BSEd advisor in the Department of Biology or the Director of Teacher Education, Hughes Hall, for specific requirements.

PHYS 171/172 Physical Science/Laboratory hours do not count toward 20 hour physical science minor total.

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 4-25-20 Signature, Department Chairperson Virginia Rider
- Approved: College Curriculum Committee
Date 9/8/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 9/8/20 Signature, Dean Mary Carol Pomatto
- Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date 10/17/20 Signature, Council for Teacher Education Chair James Truelove
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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: Kelce Undergraduate School of Business College: Kelce College of Business This program is to be offered 50% or more online as a Hybrid NO

Submission Date: 10/1/2020

This program is to be offered fully online NO

Revision Effective: Fall, 2021

(Year)

Contact Person: Dr. Lynn Murray

Faculty member Chair

Name of Existing Major or Minor/Emphasis/Certificate: Minor in Business Administration

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

Description of Change: Changing course requirements

Rationale for Change (include changes to curriculum objectives):

This change will align the curriculum to the needs of the students taking the program. Currently, these minors take MGT 330 Management and Organizational Behavior and MKTG 330 Principles of Marketing, classes aimed at business majors. Requiring MGT 201 Introduction to Management and MKTG 201 Fundamentals of Marketing instead will allow for BA minors to focus specifically on what they need in the areas without the deeper focus. Additionally, students will be able to take the courses earlier in their academic program, allowing them to devote more effort to their upper division major courses.

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 change affects only BA minors at Pittsburg State.

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.

We sent an email to academic chairs asking for comments regarding the impact this change would have on other department's/college's/unit's curricula or programs at PSU. We received responses from two of these indicating an impact: Graphics and Imaging Technologies and School of Construction.

From Graphics and Imaging Technologies:

GIT approves the changes to the Business Administration minor.

These changes do affect one of our emphasis areas, Graphics Management, which has the Business Administration minor built within the degree. Dropping these courses to lower division does create a small issue for our students to get

Pittsburg State University

the 45 hours of upper division. They can still achieve the upper division credit requirement without these courses as upper division, so it does not create a barrier for these students.

After these changes have been approved, GiT will submit a new degree plan for the Graphics Management emphasis to include these changes.

Doug Younger

From the School of Construction:

The School of Construction just reconfigured one of our emphasis areas to match up with the current BA minor. This would require us to change those two courses and re-legislate our emphasis. No big deal, but for us it is a catch 22 - do we do our proposal now or do we wait. If you think this will happen then we will change our proposal to reflect your proposed changes. Chicken and the egg.

James Otter, LS, LEED-AP
 Director, PSU School of Construction
 Pittsburg State University, 1701 South Broadway, Pittsburg, KS 66762
 W223 Kansas Technology Center

Jim,

Is that the Company Management emphasis? I'm sorry our plans have affected yours in this way.

We are confident that the new course proposal will pass Faculty Senate. It is like the proposal for MGT 201 Introduction to Management which passed last spring.

I hope I have addressed your concerns. Please let me know if you have more questions.

Steve

Stephen V. Horner, Ph.D.
 Assoc. Dean KUSB, Kelce Faculty Chair
 114 Kelce
 Kelce College of Business
 620-235-4575

I will note in our proposal that the proposed changes we have and those you have may differ, and we will provide both pathways for approval.

James Otter, LS, LEED-AP
 Director, PSU School of Construction
 Pittsburg State University, 1701 South Broadway, Pittsburg, KS 66762
 W223 Kansas Technology Center

Existing Major or Minor/Emphasis/Certificate

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

Minor in Business Administration (21 hours)

See notes *1

___ ECON-200 Principles of Microeconomics (3 hours)

___ FIN-326 Business Finance (3 hours)

___ MGT-330 Management and Organizational Behavior (3 hours)

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

___ MKTG-330 Principles of Marketing (3 hours)

Notes *1: Two courses in accounting (6 hours)

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2019

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Proposed Major or Minor/Emphasis/Certificate:

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

Minor in Business Administration (21 hours)

See notes *1

___ ECON-200 Principles of Microeconomics (3 hours)

___ MGT 201 Introduction to Management OR MGT 330 Management and Organizational Behavior (3 hours)

___ MKTG 201 Fundamentals of Marketing OR MKTG 330 Principles of Management (3 hours)

___ FIN-326 Business Finance (3 hours)

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

Notes *1: Two courses in accounting (6 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 Pitt State Pathway courses required? Yes No
Please realize that this requirement will need to gain approval of the Pitt State Pathway Committee.
4. Will this revision affect any education majors? Yes No
If "yes," please realize that this requirement 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 10/1/20 Signature, Department Chairperson Stephen V. Hm

Approved: College Curriculum Committee
Date 10-12-20 Signature, College Curriculum Committee Chair [Signature]

Approved: Dean of College
Date 10/1/20 Signature, Dean [Signature]

Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____

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

Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 SharePoint, 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 send to your College Admin.

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.

Pittsburg State University

Request for Deletion of Curriculum

Deletion of: Major Minor Emphasis Certificate

Department: COMM College: Arts & Sciences

Submission Date: June 2020

Revision Effective: Fall, 2021
(Year)

Contact Person: Gil Cooper Faculty member Chair

Name of Existing Major or Minor/Emphasis/Certificate: Bachelor of Science in Education / Major in Communication

Rationale for Deletion: The BSE degree will be converted to an emphasis area under the BS degree in Communication due to difficulties satisfying the degree minima required by the KBOR. The conversion will not reduce the rigor of the communication education requirements.

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.

Deletion of the BSE degree program and adding an education emphasis area under the BS program has been decided as the best approach to reducing programs that do not meet the required minima per KBOR standards.

Will this deletion involve specific PittState Pathway courses? Yes No

If "yes," please realize that this requirement will need to gain approval of the PittState Pathway Committee.

Will this deletion affect any education majors? Yes No

If "yes," please realize that this requirement 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 6-6-20 Signature, Department Chairperson Cynthia L. Allen

Approved: College Curriculum Committee
Date 9/8/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto

Approved: Dean of College
Date 9/8/20 Signature, Dean Mary Carol Pomatto

Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____

Approved: Council for Teacher Education (if applicable)
Date 10/9/20 Signature, Council for Teacher Education Chair James Trufore

Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair _____

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

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

Notification to COCAO/Kansas Board of Regents: _____ Date: _____

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

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

Following Faculty Senate Approval, SUBMIT SIGN-OFF SHEET AND the MEMO TO THE OFFICE OF THE PROVOST (220 RUSS HALL)

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

Request for New Minor/Emphasis/Certificate

Proposal for a New: Minor Emphasis Certificate

Department: COMM College: Arts & Sciences This program is to be offered 50% or more online as a Hybrid _____
This program is to be offered fully online _____

Submission Date: 5/18/2020 Effective: Fall, 2021
(Year)

Contact Person: Gil Cooper Faculty member Chair

Title of Proposed Minor/Emphasis /Certificate: Communication Education Emphasis

Purpose/Justification for Minor/Emphasis/Certificate: Transitioning BSE communication degree to emphasis area under the BS in Communication. This emphasis area will be for students who want to teach speech communication and theatre in grades 6-12.

Is this new minor/emphasis/certificate proposal related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?

Yes No

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

This does not change the communication education curriculum other than to make it a BS emphasis instead of a separate BSE degree program.

Is this new minor/emphasis/certificate proposal related to, and/or may affect, any other department's/ college's/ unit's curricula or programs at Pittsburg State University?

Yes No

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

The conversion of BSE degree programs to emphasis areas under the BS degree is a strategy to reduce low enrollment programs by the College of Arts & Sciences. All education components will continue to be taught by the College of Education.

Existing Major or Minor/Emphasis/Certificate

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

Bachelor of Science with a Major in Communication

A student seeking a Bachelor of Science degree with a major in communication will choose one area of professional emphasis from the following: human communication, media production, multimedia journalism, strategic communication or theatre. The degree requires the completion of a minor.

Communication majors (theatre emphasis students excluded) are expected to take either COMM 105 Performance Appreciation or COMM 205 Performance Studies or COMM 395 Theatre History to fulfill the PittState Pathway elective requirement.

I. **Core Requirements (18 hours)** See notes *1

COMM-199 Introduction to Communication Careers (1 hour)

COMM-200 Introduction to Mass Communication (3 hours)

COMM-399 Communication Career Development (1 hour)

COMM-629 Theories of Human Communication (3 hours)

COMM-699 Communication Careers in Society (1 hour)

Select 6 hours from the following:

COMM-307 Introduction to Persuasive Communication (3 hours)

Must be taken by Human Communication emphasis.

COMM-450 Small Group Communication (3 hours)

Must be taken by Human Communication emphasis.

COMM-530 Interpersonal Communication (3 hours)

Select 3 hours from the following:

COMM-274 Introduction to Audio and Video Production (3 hours)

Must be taken for Multimedia Journalism and Media Production emphasis.

COMM-276 Photojournalism I (3 hours)

COMM-537 Integrated Electronic Communication (3 hours)

*1

Strategic Communication emphasis must take COMM 274 or COMM 537.

II. **Professional Career Emphasis (18 hours)**

Human Communication

- COMM-438 Gender Communication (3 hours)
- COMM-530 Interpersonal Communication (3 hours)
- COMM-601 Intercultural Communication (3 hours)
- COMM-717 Research Procedures in Communication (3 hours)
- COMM-755 Organizational Communication (3 hours)

Select one of the following:

- COMM-480 Exploration in Communication (____) (3 hours)
- COMM-795 Issues in Communication (____) (3 hours)

Media Production

- COMM-474 Promotional and Corporate Video Production (3 hours)
- COMM-475 Audio Production (3 hours)
- COMM-637 Online Journalism (3 hours)
- COMM-715 Documentary Production (3 hours)

Select one of the following:

- COMM-390 Sports Broadcasting I (3 hours)
- COMM-713 Live Remote Production (3 hours)

Select one of the following:

- COMM-575 Broadcast Journalism (3 hours)
- COMM-733 Independent Video Production (3 hours)

Multimedia Journalism

- [COMM-225 Reporting \(3 hours\)](#)
- [COMM-276 Photojournalism I \(3 hours\)](#)
- [COMM-626 Law of Mass Communication \(3 hours\)](#)
- [COMM-637 Online Journalism \(3 hours\)](#)

Select one of the following:

- [COMM-335 Feature and Opinion Writing \(3 hours\)](#)
- [COMM-535 Photojournalism II \(3 hours\)](#)

Select one of the following:

- [COMM-575 Broadcast Journalism \(3 hours\)](#)
- [COMM-733 Independent Video Production \(3 hours\)](#)

Strategic Communication

- [COMM-277 Introduction to Strategic Communication \(3 hours\)](#)
- [COMM-416 Social Influence and Persuasion \(3 hours\)](#)
- [COMM-576 Media Writing and Copy \(3 hours\)](#)
- [COMM-717 Research Procedures in Communication \(3 hours\)](#)
- [COMM-765 Strategic Planning and Communication Campaigns \(3 hours\)](#)
- [COMM-775 Case Studies in Strategic Communication \(3 hours\)](#)

Theatre

- [COMM-205 Performance Studies \(3 hours\)](#)
- [COMM-254 Acting \(3 hours\)](#)
- [COMM-395 Theatre History \(___\) \(3 hours\)](#)
- [COMM-544 Stage Direction \(3 hours\)](#)
- [COMM-605 Drama Studies \(___\) \(3 hours\)](#)

Select one of the following:

- [COMM-363 Stagecraft \(3 hours\)](#)
- [COMM-463 Technical Production \(3 hours\)](#)

III. Electives (12 hours)

Any Communication course; 6 of 12 hours must be upper-division courses; students are encouraged to seek advisement for elective selection. COMM 690 Internship in Communication is recommended for all professional career emphasis areas.

Bachelor of Science in Education Degree with a Major in Communication

The Bachelor of Science in Education degree is designed for students preparing to teach speech communication and drama in grades 6-12 and is designed to meet state licensure requirements.

The student majoring in communication may earn the Bachelor of Science in Education degree by completing the Communication: Teaching sequence detailed below.

Students should consult the appropriate sections of this catalog for the general requirements for the degree and for the specific regulations concerning admission to teacher education, required professional courses and the professional semester.

Core Requirements (43 hours)

- [COMM-199](#) Introduction to Communication Careers (1 hour)
- [COMM-200](#) Introduction to Mass Communication (3 hours)
- [COMM-205](#) Performance Studies (3 hours)

Fulfills PittState Pathway elective requirement.

- [COMM-254](#) Acting (3 hours)
- [COMM-274](#) Introduction to Audio and Video Production (3 hours)
- [COMM-307](#) Introduction to Persuasive Communication (3 hours)
- [COMM-309](#) Forensic Practices (____) (1-3 hours)

Should be taken as Debate Theory (2 hours) and Field Experience (2 hours).

- [COMM-363](#) Stagecraft (3 hours)
- [COMM-367](#) Oral Interpretation of Literature (3 hours)
- [COMM-395](#) Theatre History (____) (3 hours)
- [COMM-399](#) Communication Career Development (1 hour)
- [COMM-450](#) Small Group Communication (3 hours)
- [COMM-530](#) Interpersonal Communication (3 hours)
- [COMM-544](#) Stage Direction (3 hours)
- [COMM-629](#) Theories of Human Communication (3 hours)
- [COMM-699](#) Communication Careers in Society (1 hour)

Professional Education Requirements (35 hours) ^{See notes *1}

- [EDUC-261](#) Explorations in Education (3 hours)
- [PSYCH-263](#) Developmental Psychology (3 hours)
- [PSYCH-357](#) Educational Psychology (3 hours)

Must be admitted to Teacher Education to enroll.

- [COMM-479](#) Techniques for Teaching Speech and Theatre (3 hours)

Must be admitted to Teacher Education to enroll.

- [SPED-510](#) Overview of Special Education (3 hours)
- [EDUC-520](#) Methods and Materials for Academic Literacy (3 hours)

Must be admitted to Teacher Education to enroll.

*1Admission to Teacher Education (2nd semester sophomore, 1st semester junior).

Professional Semester ^{See notes *2}

- [EDUC-458](#) Methods and Curriculum (3 hours)
- [EDUC-464](#) Measurement and Evaluation (3 hours)
- [EDUC-475](#) Supervised Clinical Experience (9 hours)
- [COMM-579](#) Supervised Student Teaching and Follow-Up of Teachers (2 hours)

*2Admission to Professional Semester (senior semester).

Students planning to teach should become familiar with the current Regulations for Certifying School Personnel, issued by The State Board of Education. Information concerning these regulations may be obtained from the Director of Teacher Education, 110 Hughes Hall, Pittsburg State University.

See Admission to Professional Semester for professional education grade point requirements

Proposed Minor/Emphasis/Certificate [New components highlighted for ease of reading]

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

Bachelor of Science with a Major in Communication

A student seeking a Bachelor of Science degree with a major in Communication will choose one area of professional emphasis from the following: Communication Education, Human Communication, Media Production, Multimedia Journalism, Strategic Communication or Theatre. The degree requires the completion of a minor with the exception of the Communication Education emphasis, which will take the sequence of professional education requirements.

Communication majors (Theatre emphasis students excluded) are expected to take either COMM 105 Performance Appreciation or COMM 205 Performance Studies or COMM 395 Theatre History to fulfill the PittState Pathway elective requirement. The Communication Education emphasis must take COMM 205 to fulfill the Pittstate Pathway elective requirement.

I. Core Requirements (18 hours) ^{See notes *1}

- [COMM-199](#) Introduction to Communication Careers (1 hour)
- [COMM-200](#) Introduction to Mass Communication (3 hours)
- [COMM-399](#) Communication Career Development (1 hour)
- [COMM-629](#) Theories of Human Communication (3 hours)
- [COMM-699](#) Communication Careers in Society (1 hour)

Select 6 hours from the following:

- [COMM-307](#) Introduction to Persuasive Communication (3 hours)
Must be taken by Communication Education and Human Communication emphases.
- [COMM-450](#) Small Group Communication (3 hours)
Must be taken by Communication Education and Human Communication emphases.
- [COMM-530](#) Interpersonal Communication (3 hours)

Select 3 hours from the following:

- [COMM-274](#) Introduction to Audio and Video Production (3 hours)
Must be taken for Communication Education, Multimedia Journalism, and Media Production emphases.
- [COMM-276](#) Photojournalism I (3 hours)
- [COMM-537](#) Integrated Electronic Communication (3 hours)

*1Strategic Communication emphasis must take COMM 274 or COMM 537.

II. Professional Career Emphasis (18 – 28 hours)

Communication Education (28 hours)COMM-254 Acting (3 hours)COMM-309 Forensic Practices (1-3 hours)COMM-309 is split between Debate Theory (2 hours) and Field Experience (2 hours)COMM-363 Stagecraft (3 hours)COMM-367 Oral Interpretation of Literature (3 hours)COMM-395 Theatre History (3 hours)COMM-479 Techniques for Teaching Speech and Theatre (3 hours)COMM-530 Interpersonal Communication (3 hours)COMM-544 Stage Direction (3 hours)

Select 1 of the following:

COMM-463 Technical Production (3 hours)COMM-605 Drama Studies (3 hours)Human Communication (18 hours)

- COMM-438 Gender Communication (3 hours)
- COMM-530 Interpersonal Communication (3 hours)
- COMM-601 Intercultural Communication (3 hours)
- COMM-717 Research Procedures in Communication (3 hours)
- COMM-755 Organizational Communication (3 hours)

Select one of the following:

- COMM-480 Exploration in Communication (___) (3 hours)
- COMM-795 Issues in Communication (___) (3 hours)

Media Production (18 hours)

- COMM-474 Promotional and Corporate Video Production (3 hours)
- COMM-475 Audio Production (3 hours)
- COMM-637 Online Journalism (3 hours)
- COMM-715 Documentary Production (3 hours)

Select one of the following:

- COMM-390 Sports Broadcasting I (3 hours)
- COMM-713 Live Remote Production (3 hours)

Select one of the following:

- COMM-575 Broadcast Journalism (3 hours)
- COMM-733 Independent Video Production (3 hours)

Multimedia Journalism (18 hours)

- COMM-225 Reporting (3 hours)
- COMM-276 Photojournalism I (3 hours)
- COMM-626 Law of Mass Communication (3 hours)
- COMM-637 Online Journalism (3 hours)

Select one of the following:

- COMM-335 Feature and Opinion Writing (3 hours)
- COMM-535 Photojournalism II (3 hours)

Select one of the following:

- COMM-575 Broadcast Journalism (3 hours)
- COMM-733 Independent Video Production (3 hours)

Strategic Communication (18 hours)

- COMM-277 Introduction to Strategic Communication (3 hours)
- COMM-416 Social Influence and Persuasion (3 hours)
- COMM-576 Media Writing and Copy (3 hours)
- COMM-717 Research Procedures in Communication (3 hours)
- COMM-765 Strategic Planning and Communication Campaigns (3 hours)
- COMM-775 Case Studies in Strategic Communication (3 hours)

Theatre (18 hours)

- COMM-205 Performance Studies (3 hours)
- COMM-254 Acting (3 hours)
- COMM-395 Theatre History (____) (3 hours)
- COMM-544 Stage Direction (3 hours)
- COMM-605 Drama Studies (____) (3 hours)

Select one of the following:

- COMM-363 Stagecraft (3 hours)
- COMM-463 Technical Production (3 hours)

III. Electives (12 hours)

Excluding the Communication Education emphasis: any Communication course; 6 of 12 hours must be upper-division courses; students are encouraged to seek advisement for elective selection. COMM 690 Internship in Communication is recommended for all non-teaching professional career emphasis areas. In lieu of COMM elective courses and a minor, the Communication Education emphasis will take the following education requirements:

Professional Education Requirements (32 hours)

- o EDUC-261 Explorations in Education (3 hours)
- o PSYCH-263 Developmental Psychology (3 hours)

Admission to Teacher Education (2nd semester sophomore, 1st semester junior). Must be admitted to Teacher Education to enroll.

- o PSYCH-357 Educational Psychology (3 hours)
- o SPED-510 Overview of Special Education (3 hours)
- o EDUC-520 Methods and Materials for Academic Literacy (3 hours)

Professional Semester

- o **EDUC-458 Methods and Curriculum (3 hours)**
- o **EDUC-464 Measurement and Evaluation (3 hours)**
- o **EDUC-475 Supervised Clinical Experience (9 hours)**
- o **COMM-579 Supervised Student Teaching and Follow-Up of Teachers (2 hours)**

Please complete the Kansas Board of Regent forms located at https://www.kansasregents.org/academic_affairs/new_program_approval and list the proposed curriculum for the New Minor, where no board-approved degree program exists, in section 3 (III) of the forms. Please input the proposed curriculum as you wish it to appear in the next catalog. No KBOR form is needed for New Emphases or Certificates. If you have any questions about the KBOR forms, please contact the Provost's administrative officer at x4113.

Additional Questions

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

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

Please give the rationale for additional student fees:

3. Will this minor/emphasis/certificate have specific PittState Pathway courses required?

Yes No

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

4. Will this minor/emphasis/certificate affect any education majors? Yes No

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

5. What additional costs will be required for this minor/emphasis/certificate (e.g. staffing, equipment, etc.)?

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 6-16-20 Signature, Department Chairperson Cynthia L. Allen

Approved: College Curriculum Committee
Date 9/8/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto

Approved: Dean of College
Date 9/8/20 Signature, Dean Mary Carol Pomatto

Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____

Approved: Council for Teacher Education (if applicable)
Date 10/7/20 Signature, Council for Teacher Education Chair James Truelove

Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair _____

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

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

Approval at Kansas Board of Regents level:

COCAO Date: _____

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

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

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

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

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

Firefox

<https://outlook.office.com/mail/inbox/id/AAMkAGU4MGNkMT...>**Re: Pitt Pathway Legislation -- requires approval**

Michelle Hudiburg <mhudiburg@pittstate.edu>

Thu 10/8/2020 1:50 PM

To: Michelle Hensley <mhensley@pittstate.edu>; Karen Lasota <klasota@pittstate.edu>

Cc: Jim Truelove <jtruelove@pittstate.edu>; Brenda Roberts <broberts@pittstate.edu>; Nancy Grantham <ngrantham@pittstate.edu>

Michelle is correct. We only approve courses to add to the Pathway.

Thank you!

Michelle

From: Michelle Hensley <mhensley@pittstate.edu>**Sent:** Thursday, October 8, 2020 8:54 AM**To:** Karen Lasota <klasota@pittstate.edu>; Michelle Hudiburg <mhudiburg@pittstate.edu>**Cc:** Jim Truelove <jtruelove@pittstate.edu>; Brenda Roberts <broberts@pittstate.edu>; Nancy Grantham <ngrantham@pittstate.edu>**Subject:** Re: Pitt Pathway Legislation – requires approval

I don't think this goes to Pathway, they only approve courses not curriculum.

Michelle Hensley

Executive Assistant

Registrar Office

Pittsburg State University

620/235-4206

Simple. Safe. Smart. If you have questions or concerns regarding the validity of this email, please contact the individual or department that sent this email, ITSecurity@pittstate.edu, or Gorilla Geeks at 620-235-4600.

From: Karen Lasota <klasota@pittstate.edu>**Sent:** Thursday, October 8, 2020 8:25 AM**To:** Michelle Hudiburg <mhudiburg@pittstate.edu>**Cc:** Jim Truelove <jtruelove@pittstate.edu>; Brenda Roberts <broberts@pittstate.edu>; Michelle Hensley <mhensley@pittstate.edu>; Nancy Grantham <ngrantham@pittstate.edu>**Subject:** Pitt Pathway Legislation -- requires approval

Good morning Dr. Hudiburg,

Could you add this to the Pitt Pathway Committee's agenda for the next meeting? This is a new emphasis from the Communication Department. The Council for Teacher Education approved it at the October 7 meeting and now it needs Pitt Pathway approval. Once it gains PP approval, could you please upload it into this FS SharePoint folder? <https://pittsburgstate.sharepoint.com/sites/facsen/SitePages>

Firefox

<https://outlook.office.com/mail/inbox/id/AAMkAGU4MGNkMT...>

[/Home.aspx?RootFolder=%2Fsites%2Ffacsen%2FShared%20Documents%2FApproved%20Curriculum%20from%20Colleges%20to%20Registrar%20Admin&FolderCTID=0x0120005D7A1239D0D1364E8E3241A28D396FCD&View=%7BA7965729%2DE984%2D45AF%2D9A7A%2D7E08398243D2%7D](#) Thank you.

Karen

From: College_of_Education_NoReply@pittstate.edu <College_of_Education_NoReply@pittstate.edu>
Sent: Thursday, October 8, 2020 7:08 AM
To: Karen Lasota <klasota@pittstate.edu>
Subject: Message from KM_C458

Request for Revision to Curriculum

Revision for: Major Minor Emphasis Certificate

Department: English and Modern Languages College: Arts and Sciences

Submission Date: 9-8-2020

Revision Effective: Fall, 2021
(Year)

Contact Person: Laura Washburn

Faculty member Chair

Name of Existing Major or Minor/Emphasis/Certificate: Creative Writing Minor

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

Description of Change: Change in Requirements

Rationale for Change (include changes to curriculum objectives): We made changes not long ago when we adjusted our major emphasis due to PSU lower enrollment. When we did so, we opened up more choices for minors, knowing that with some courses only offered one time a year, it could be hard for a minor if they didn't have more choices. However, we erred on the side of too many choices. As a result the students lost the traditional balance between poetry and fiction that had long underlay the emphasis in the major and the minor. Students began to avoid poetry courses and as a result upper-level fiction courses began to be overpopulated with minors who weren't as skilled but were making courses that had seniors and grad students too large. This also illustrated that they did not need as many choices as we'd previously given. We now propose to give these students a more solid core at the 300/400 level with only one 600-level multi-genre course, a course that can handle the mix of majors and minors and that serves as a good sort of capstone. The course has all three genres, so there will always be students who are more confident with one than the other, and it is taught with that in mind, and can therefore accommodate a mixture of seniors in majors and minors. The students will still have 9 of the 21 hours that have choice and this should help them with scheduling.

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 an existing minor with requirement changes.

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.

Again, this is an existing minor. We are simply giving students less choice of courses.

Existing Major or Minor/Emphasis/Certificate

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

- ENGL-250 Introduction to Creative Writing (3 hours)

Select 12 hours of Creative Writing Electives from:

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2013

1

- ENGL-351 Fiction Writing and Editing I (3 hours)
- ENGL-352 Poetry Writing and Editing I (3 hours)
- ENGL-451 Fiction Writing and Editing II (3 hours)
- ENGL-452 Poetry Writing and Editing II (3 hours)
- ENGL-528 Writing for Publication I (____) (3 hours)

Must be taken as Literary Magazine Editing topic.

- ENGL-651 Writing and Publishing Fiction (3 hours)
- ENGL-652 Writing and Publishing Poetry (3 hours)
- ENGL-653 Writing Experimental Literatures (3 hours)

Select 6 hours of Literature Electives from:

- ENGL-232 American Literature II (3 hours)
- ENGL-546 Poetry: Evolution of Forms (3 hours)
- ENGL-560 British Genre (____) (3 hours)

Must be taken as Short Story topic.

- ENGL-565 American Genre (____) (3 hours)
- ENGL-566 American Theme (____) (3 hours)
- ENGL-570 International Literatures Genre (____) (3 hours)

Must be taken as Short Story topic.

Proposed Major or Minor/Emphasis/Certificate:

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

21 hours

- ENGL-250 Introduction to Creative Writing (3 hours)
- ENGL-351 Fiction Writing and Editing I (3 hours)
- ENGL-352 Poetry Writing and Editing I (3 hours)
- ENGL-653 Writing Experimental Literatures (3 hours)

Select 3-6 hours of Electives from:

- ENGL-451 Fiction Writing and Editing II (3 hours)
 - ENGL-452 Poetry Writing and Editing II (3 hours)
 - ENGL-528 Writing for Publication I (____) (3 hours) Note: Must be taken as Literary Magazine Editing topic
 - ENGL-546 Poetry: Evolution of Forms (3 hours)
- Any other 300/500-level writing courses must have approval of Director of Creative Writing (3 hours)

Select 3-6 hours of Literature Electives from:

- ENGL-232 American Literature II (3 hours)
 - ENGL-546 Poetry: Evolution of Forms (3 hours)
 - ENGL-560 British Genre (____) (3 hours) Note: Must be taken as Short Story topic.
 - ENGL-565 American Genre (____) (3 hours)
 - ENGL-566 American Theme (____) (3 hours)
 - ENGL-570 International Literatures Genre: (____) Note: must be taken as Short Story topic. (3hours)
- Any other 300/500-level literature courses must have approval of Director of Creative Writing (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:

n/a

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; will distribute students more efficiently over multiple courses

Additional Questions for certificate only:

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? (minimum of 24 hours) Yes No
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student? Yes No

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

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

- Approved: Department Chairperson
Date 9-8-2020 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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.

Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and Sciences
Submission Date: 9-11-2020

Contact Person: Celia Patterson 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.

This course has been used only in the IEP program here at PSU.

Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-041Title of Course: Intermediate II StructureCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No

Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 SharePoint, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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Pittsburg State University

Request for Deletion of Course


(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.*This course has been used only in the IEP program here at PSU.Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-031Title of Course: Intermediate I StructureCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No*Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 deletion.

Originating Department: Please complete this form and upload to the SharePoint, "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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Pittsburg State University

Request for Deletion of Course


(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.*This course has been used only in the IEP program here at PSU.Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-032Title of Course: Intermediate I CompositionCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No*Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 deletion.

Originating Department: Please complete this form and upload to the SharePoint, "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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Pittsburg State University

Request for Deletion of Course


(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.*This course has been used only in the IEP program here at PSU.Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-033Title of Course: Intermediate I ReadingCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No*Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date _____ Signature, College Curriculum Committee Chair _____
- Approved: Dean of College
Date _____ Signature, Dean _____
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 deletion.

Originating Department: Please complete this form and upload to the SharePoint, "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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Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.

This course has been used only in the IEP program here at PSU.

Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-034Title of Course: Intermediate I Listening/SpeakingCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No


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

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

- Approved: Department Chairperson
Date 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 deletion.

Originating Department: Please complete this form and upload to the SharePoint, "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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Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.*This course has been used only in the IEP program here at PSU.Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-042Title of Course: Intermediate II CompositionCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No*Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 SharePoint, "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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Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.*This course has been used only in the IEP program here at PSU.Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-043Title of Course: Intermediate II ReadingCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No*Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 SharePoint, "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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Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.*This course has been used only in the IEP program here at PSU.Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-044Title of Course: Intermediate II Listening/SpeakingCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No*Please realize that this requirement will need to gain approval of the PittState Pathway 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

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

- Approved: Department Chairperson
Date 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 SharePoint, "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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Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.

This course has been used only in the IEP program here at PSU.

Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-051Title of Course: Advanced I StructureCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No

Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.*This course has been used only in the IEP program here at PSU.Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-052Title of Course: Advanced I CompositionCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No*Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-11-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 SharePoint, "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.

Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.

This course has been used only in the IEP program here at PSU.

Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-053Title of Course: Advanced I ReadingCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No

Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.*This course has been used only in the IEP program here at PSU.Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-054Title of Course: Advanced Listening/SpeakingCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No*Please realize that this requirement will need to gain approval of the PittState Pathway 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

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Date 9-10-20 Signature, Department Chairperson Celia Patterson
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- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and Sciences
Submission Date: 9-11-2020

Contact Person: Celia Patterson 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.
This course has been used only in the IEP program here at PSU.

Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.

Course to be Deleted:

Course Number: IEP-061

Title of Course: Academic Preparation Text/Lecture

Credit Hours: 0

Deletion Effective: Fall 2021 (Semester/Year)


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

Was this course a part of the General Education or PittState Pathway package? Yes No

Is there a departmental course that will be proposed as a substitute? Yes No
Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
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Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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Originating Department: Please complete this form and upload to the SharePoint, "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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Pittsburg State University

Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts and SciencesSubmission Date: 9-11-2020Contact Person: Celia Patterson 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.

This course has been used only in the IEP program here at PSU.


Purpose/Justification for Course Deletion: To streamline our curriculum and make it more efficient.**Course to be Deleted:**Course Number: IEP-062Title of Course: Academic Preparation WritingCredit Hours: 0Deletion Effective: Fall 2021 (Semester/Year)Currently Offered: Fall Spring Summer (check all that apply)Was this course a part of the General Education or PittState Pathway package? Yes NoIs there a departmental course that will be proposed as a substitute? Yes No

Please realize that this requirement will need to gain approval of the PittState Pathway 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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 deletion.

Originating Department: Please complete this form and upload to the SharePoint, "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: English and Modern Languages College: A&S This program is to be offered 50% or more online as a Hybrid _____

This program is to be offered fully online _____

Submission Date: 9/1/2020 Revision Effective: Fall, 2021
(Year)

Contact Person: Janet Zepernick Faculty member Chair

Name of Existing Major or Minor/Emphasis/Certificate: Language and Teaching

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

Description of Change: Change in EDUC courses required for this emphasis

Rationale for Change (include changes to curriculum objectives): Changes to EDUC course requirements were made in consultation with Department of Teaching and Leadership Interim Chair Brenda Roberts and Director of Teacher Education Jean Dockers.

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 undergraduate emphasis is intended primarily for international students who plan to teach English as a foreign language in their home country. No comparable or competing undergraduate major exists in the Regent system.

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 program requires 21 credit hours in EDUC. EDUC courses were selected in consultation with Department of Teaching and Leadership Interim Chair Brenda Roberts and Director of Teacher Education Jean Dockers.

Existing Major or Minor/Emphasis/Certificate

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

BA in English, English Language and Teaching Emphasis (120 hours)

Core Requirements for BA in English (17 hours)

ENGL 199 Introduction to English Studies (1)

ENGL 202 Grammar and Usage (3)

ENGL 220 World Masterpieces (3)

ENGL 699 Senior Seminar in English (1)

Select three of the following four courses

ENGL 231 American Literature I (3)
 ENGL 232 American Literature II (3)
 ENGL 241 British Literature I (3)
 ENGL 242 British Literature II (3)

English Language and Teaching Emphasis (21 hours)

ENGL 120 or 320 Literature and Film (3) (Pathway: The Human Experience/Diverse Perspectives)
 ENGL 301 Technical/Professional Writing (3)
 ENGL 302 Advanced Composition (3)
 ENGL 304 Writing about Literature (3)
 ENGL 308 English Linguistics (3)
 ENGL 506 General English Internship
 MLL 479 The Teaching of Languages (3)

Six hours of the same foreign language beyond the Pathway requirement (6 hours)

Psychology (6 hours beyond the Pathway requirement)

PSYCH 263 Developmental Psychology (3)
 PSYCH 357 Educational Psychology (3)

Education Minor (29 hours)

EDUC 261 Explorations in Education (3) (Pathway: Human Systems) *
 EDTH 330 Technology for Teaching and Learning (3) (Pathway: Human Systems/Social Responsibility)
 EDUC 366 Primary English and Language Arts w/Practicum (4)2
 EDUC 367 Intermediate Reading and Language Arts w/Practicum (4) *
 EDUC 368 Effective Classroom Management (3)
 EDUC 552 Culture and Language Acquisition for English Language (3)
 EDUC 553 Assessment and the English Language Learner (3)
 EDUC 554 Methods and Instructional Materials for English Language Learners (3)
 EDUC 555 Practicum with English Language Learners (3)*

Pitt State Pathway (41 hours)

Pitt State Pathway Requirements

Core Elements (12 hours)

A0 - Written Communications

___ ENGL-101 English Composition (3 hours)
 ___ ENGL-299 Introduction to Research Writing (3 hours)

B0 - Verbal Communication

___ COMM-207 Speech Communication (3 hours)

C0 - Quantitative/Analytic Methods (choose one course)

___ MATH-110 College Algebra with Review (5 hours)
 ___ MATH-113 College Algebra (3 hours)
 ___ MATH-126 Pre-Calculus (4 hours)
 ___ MATH-133 Quantitative Reasoning (3 hours)
 ___ MATH-143 Elementary Statistics (3 hours)
 ___ MATH-150 Calculus I (5 hours)

- MATH-204 Mathematics for Education I (3 hours)
- PHIL-207 Critical Thinking (3 hours)
- PHIL-208 Logic (3 hours)

Essential Studies (23-24 hours minimum)

Note: D-G and cannot be same prefix as major.

D - The Human Experience (3-6 hours)

D1- Diverse Perspectives

- ENGL-113 General Literature (3 hours)
- ENGL-114 General Literature (Genre) (3 hours)
- ENGL-116 General Literature (Theme) (3 hours)
- ENGL-120 Literature and Film (3 hours)
- ENGL-250 Introduction to Creative Writing (3 hours)
- ENGL-315 Mythology (3 hours)
- ENGL-320 Literature and Film (3 hours)

D3 - Non-Verbal and Creative Expression

- ART-178 Introduction to the Visual Arts (3 hours)
- ART-188 The Designed World (3 hours)
- ART-217 Crafts I (3 hours)
- ART-222 Jewelry Design I (3 hours)
- ART-233 Drawing I (3 hours)
- ART-244 Ceramics I (3 hours)
- ART-266 Sculpture I (3 hours)
- ART-277 Painting I (3 hours)
- ART-288 Introduction to Art History I (3 hours)
- ART-289 Introduction to Art History II (3 hours)
- ART-311 Art Education (3 hours)
- COMM-105 Performance Appreciation (3 hours)
- COMM-205 Performance Studies (3 hours)
- COMM-395 Theatre History (____) (3 hours)
- HHP-151 Dance Appreciation (3 hours)
- MUSIC-120 Music Appreciation (____) (3 hours)
- MUSIC-121 Introduction to Music Literature (3 hours)
- MUSIC-321 History of Music (3 hours)
- MUSIC-322 History of Music (3 hours)

E - Human Systems (9-12 hours)

E0 - No Companion

- CIS-130 Computer Information Systems (3 hours)
- EDUC-261 Explorations in Education (3 hours)
- EET-247 Computer Programming for Electronic Systems (3 hours)
- MECET-121 Engineering Graphics I (3 hours)
- MGT-101 Introduction to Business (3 hours)

E1 - Diverse Perspectives

- ANTH-101 Introduction to Cultural Anthropology (3 hours)
- GEOG-106 World Regional Geography (3 hours)
- GEOG-300 Elements of Geography (3 hours)

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2019

3

- __ GEOG-304 Human Geography (3 hours)
- __ HIST-101 World History to 1500 (3 hours)
- __ HIST-102 World History from 1500 (3 hours)
- __ HIST-201 American History to 1865 (3 hours)
- __ HIST-202 American History from 1865 (3 hours)
- __ MFGET-405 Quality Control (3 hours)
- __ MLL-124 French Language and Culture I (3 hours)
- __ MLL-154 Spanish Language and Culture I (3 hours)
- __ PHIL-103 Introduction to Philosophy (3 hours)
- __ PHIL-231 World Religions (3 hours)
- __ POLS-103 Comparative Politics (3 hours)
- __ SOC-100 Introduction to Sociology (3 hours)
- __ WGS-399 Global Women's Issues (3 hours)

E2 - Social Responsibility

- __ ECON-191 Issues in Today's Economy (3 hours)
- __ ECON-200 Principles of Microeconomics (3 hours)
- __ ECON-201 Principles of Macroeconomics (3 hours)
- __ EDTH-330 Technology for Teaching and Learning (3 hours)
- __ ETECH-502 Engineering Economy (3 hours)
- __ FCS-230 Consumer Education and Personal Finance (3 hours)
- __ GT-190 Introduction to Technological Systems (2 hours)
- __ GT-350 Technology and Civilization (3 hours)
- __ NURS-303 Introduction to Public Health (3 hours)
- __ PHIL-105 Ethics (3 hours)
- __ PHIL-112 Biomedical Ethics (3 hours)
- __ PHIL-113 Business Ethics (3 hours)
- __ PHIL-114 Environmental Ethics (3 hours)
- __ POLS-101 U.S. Politics (3 hours)
- __ WGS-200 Introduction to Women's Studies (3 hours)

E4 - Scientific Inquiry

- __ MFGET-263 Manufacturing Methods I (2 hours)and
- __ MFGET-268 Manufacturing Methods I Laboratory (1 hour)

F - Natural World (4-5 hours)

F0 - No Companion

- __ BIOL-617 Environmental Health (3 hours)

F4 - Scientific Inquiry

- __ BIOL-111 General Biology (3 hours)
- and __ BIOL-112 General Biology Laboratory (2 hours)
- __ BIOL-113 Environmental Life Science (4 hours)
- __ BIOL-211 Principles of Biology I (4 hours)
- __ CHEM-105 Introductory Chemistry (3 hours)
- __ CHEM-215 General Chemistry I (3 hours)
- __ PHYS-100 College Physics I (4 hours)
- or __ PHYS-104 Engineering Physics I (4 hours)
- __ PHYS-130 Elementary Physics Laboratory I (1 hour)
- __ PHYS-160 Physical Geology (3 hours)

Pittsburg State University

and __ PHYS-165 Physical Geology Laboratory (1 hour)
 __ PHYS-166 Meteorology (3 hours)
 and __ PHYS-167 Meteorology Laboratory (1 hour)
 __ PHYS-171 Physical Science (3 hours)
 and __ PHYS-172 Physical Science Laboratory (1 hour)
 __ PHYS-175 Descriptive Astronomy (3 hours)
 and __ PHYS-176 Astronomy Laboratory (1 hour)
 __ PHYS-375 Solar System Astronomy (3 hours)

G - Wellness Strategies (4-6 hours)

G0 - No Companion

__ EXSCI-200 Introduction to Exercise Science (1 hour)
 __ FCS-203 Nutrition and Health (3 hours)
 __ HHP-150 Lifetime Fitness Concepts (1 hour)

G3 - Non-Verbal and Creative Expression

__ DANCE-200 Dance (____) (1-3 hours)

G4 - Scientific Inquiry

__ PSYCH-155 General Psychology (3 hours)

H - Gorilla Gateway

H0 - No Companion

__ UGS-150 Gorilla Gateway (2)

I - Pathway Elective (3 hours)

Note: Elective can be from any D,E,F, or G Essential Studies and can be from the same prefix as major or repeat of prefix used in Essential Studies.

Proposed Major or Minor/Emphasis/Certificate:

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

BA in English, English Language and Teaching Emphasis (120 hours)

Core Requirements for BA in English (17 hours)

See note *1

Notes *1: Students seeking licensure for teaching English in the US should enroll in the B.A. in English, Education Emphasis

English Core (17 hours)

ENGL 199 Introduction to English Studies (1)
 ENGL 202 Grammar and Usage (3)
 ENGL 220 World Masterpieces (3)
 ENGL 699 Senior Seminar in English (1)

Select three of the following four courses

ENGL 231 American Literature I (3)
 ENGL 232 American Literature II (3)
 ENGL 241 British Literature I (3)

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2019

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ENGL 242 British Literature II (3)

English Language and Teaching Emphasis (21 hours)

ENGL 120 or 320 Literature and Film (3) (Pathway: The Human Experience/Diverse Perspectives)

ENGL 301 Technical/Professional Writing (3)

ENGL 302 Advanced Composition (3)

ENGL 304 Writing about Literature (3)

ENGL 308 English Linguistics (3)

ENGL 506 General English Internship (3)

MLL 479 The Teaching of Languages (3)

Language requirement (9 hours)

Notes *3: The BA requires 9 hours of the same foreign language. Students whose first language is English should enroll in courses with the MLL prefix.

ENGL or MLL _____

ENGL or MLL _____

ENGL or MLL _____

Psychology (6 hours)

PSYCH 263 Developmental Psychology (3)

PSYCH 357 Educational Psychology (3)

Education Minor (21 hours)

EDUC 308 Specialized Clinical Experience (1)

EDUC 320 Developmentally Appropriate Curriculum for Elementary Education (4)

EDUC 321 Methods in Creative Expression (3)

EDUC 322 Early Literacy and Language Development (2)

EDUC 370 Organization and Management of the Middle and Secondary Classroom (2) WWW

EDUC 464 Measurement and Evaluation (3) WWW

EDUC 479 Effective Teaching Strategies for Middle and Secondary (3)

SPED 511 Overview of Special Education (Birth thru 6th Grade) (3)

Electives (5 hours)

Required Pathway Courses

PSYCH 155 General Psychology

EDUC 261 Explorations in Education (3) (Pathway: Human Systems) 2

EDTH 330 Technology for Teaching and Learning (3) (Pathway: Human Systems/Social Responsibility)

Pitt State Pathway (41 hours)

Pitt State Pathway Requirements

Core Elements (12 hours)

A0 - Written Communications

__ ENGL-101 English Composition (3 hours)

__ ENGL-299 Introduction to Research Writing (3 hours)

B0 - Verbal Communication

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2019

___ COMM-207 Speech Communication (3 hours)

C0 - Quantitative/Analytic Methods (choose one course)

- ___ MATH-110 College Algebra with Review (5 hours)
- ___ MATH-113 College Algebra (3 hours)
- ___ MATH-126 Pre-Calculus (4 hours)
- ___ MATH-133 Quantitative Reasoning (3 hours)
- ___ MATH-143 Elementary Statistics (3 hours)
- ___ MATH-150 Calculus I (5 hours)
- ___ MATH-204 Mathematics for Education I (3 hours)
- ___ PHIL-207 Critical Thinking (3 hours)
- ___ PHIL-208 Logic (3 hours)

Essential Studies (23-24 hours minimum)

See notes *3

Notes *3: D-G and cannot be same prefix as major.

D - The Human Experience (3-6 hours)

D1- Diverse Perspectives

- ___ ENGL-113 General Literature (3 hours)
- ___ ENGL-114 General Literature (Genre) (3 hours)
- ___ ENGL-116 General Literature (Theme) (3 hours)
- ___ ENGL-120 Literature and Film (3 hours)
- ___ ENGL-250 Introduction to Creative Writing (3 hours)
- ___ ENGL-315 Mythology (3 hours)
- ___ ENGL-320 Literature and Film (3 hours)

D3 - Non-Verbal and Creative Expression

- ___ ART-178 Introduction to the Visual Arts (3 hours)
- ___ ART-188 The Designed World (3 hours)
- ___ ART-217 Crafts I (3 hours)
- ___ ART-222 Jewelry Design I (3 hours)
- ___ ART-233 Drawing I (3 hours)
- ___ ART-244 Ceramics I (3 hours)
- ___ ART-266 Sculpture I (3 hours)
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- ___ ART-288 Introduction to Art History I (3 hours)
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- ___ ART-311 Art Education (3 hours)
- ___ COMM-105 Performance Appreciation (3 hours)
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- ___ COMM-395 Theatre History (___) (3 hours)
- ___ HHP-151 Dance Appreciation (3 hours)
- ___ MUSIC-120 Music Appreciation (___) (3 hours)
- ___ MUSIC-121 Introduction to Music Literature (3 hours)
- ___ MUSIC-321 History of Music (3 hours)
- ___ MUSIC-322 History of Music (3 hours)

E - Human Systems (9-12 hours)

E0 - No Companion

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2019

7

- ___ CIS-130 Computer Information Systems (3 hours)
- ___ EDUC-261 Explorations in Education (3 hours) (required)
- ___ EET-247 Computer Programming for Electronic Systems (3 hours)
- ___ MECET-121 Engineering Graphics I (3 hours)
- ___ MGT-101 Introduction to Business (3 hours)

E1 - Diverse Perspectives

- ___ ANTH-101 Introduction to Cultural Anthropology (3 hours)
- ___ GEOG-106 World Regional Geography (3 hours)
- ___ GEOG-300 Elements of Geography (3 hours)
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- ___ POLS-103 Comparative Politics (3 hours)
- ___ SOC-100 Introduction to Sociology (3 hours)
- ___ WGS-399 Global Women's Issues (3 hours)

E2 - Social Responsibility

- ___ ECON-191 Issues in Today's Economy (3 hours)
- ___ ECON-200 Principles of Microeconomics (3 hours)
- ___ ECON-201 Principles of Macroeconomics (3 hours)
- ___ EDTH-330 Technology for Teaching and Learning (3 hours) (required)
- ___ ETECH-502 Engineering Economy (3 hours)
- ___ FCS-230 Consumer Education and Personal Finance (3 hours)
- ___ GT-190 Introduction to Technological Systems (2 hours)
- ___ GT-350 Technology and Civilization (3 hours)
- ___ NURS-303 Introduction to Public Health (3 hours)
- ___ PHIL-105 Ethics (3 hours)
- ___ PHIL-112 Biomedical Ethics (3 hours)
- ___ PHIL-113 Business Ethics (3 hours)
- ___ PHIL-114 Environmental Ethics (3 hours)
- ___ POLS-101 U.S. Politics (3 hours)
- ___ WGS-200 Introduction to Women's Studies (3 hours)

E4 - Scientific Inquiry

- ___ MFGET-263 Manufacturing Methods I (2 hours)and
- ___ MFGET-268 Manufacturing Methods I Laboratory (1 hour)

F - Natural World (4-5 hours)

F0 - No Companion

- ___ BIOL-617 Environmental Health (3 hours)

F4 - Scientific Inquiry

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2019

__ BIOL-111 General Biology (3 hours)
 and __ BIOL-112 General Biology Laboratory (2 hours)
 __ BIOL-113 Environmental Life Science (4 hours)
 __ BIOL-211 Principles of Biology I (4 hours)
 __ CHEM-105 Introductory Chemistry (3 hours)
 __ CHEM-215 General Chemistry I (3 hours)
 __ PHYS-100 College Physics I (4 hours)
 or __ PHYS-104 Engineering Physics I (4 hours)
 __ PHYS-130 Elementary Physics Laboratory I (1 hour)
 __ PHYS-160 Physical Geology (3 hours)
 and __ PHYS-165 Physical Geology Laboratory (1 hour)
 __ PHYS-166 Meteorology (3 hours)
 and __ PHYS-167 Meteorology Laboratory (1 hour)
 __ PHYS-171 Physical Science (3 hours)
 and __ PHYS-172 Physical Science Laboratory (1 hour)
 __ PHYS-175 Descriptive Astronomy (3 hours)
 and __ PHYS-176 Astronomy Laboratory (1 hour)
 __ PHYS-375 Solar System Astronomy (3 hours)

G - Wellness Strategies (4-6 hours)

G0 - No Companion

__ EXSCI-200 Introduction to Exercise Science (1 hour)
 __ FCS-203 Nutrition and Health (3 hours)
 __ HHP-150 Lifetime Fitness Concepts (1 hour)

G3 - Non-Verbal and Creative Expression

__ DANCE-200 Dance (___) (1-3 hours)

G4 - Scientific Inquiry

__ PSYCH-155 General Psychology (3 hours)

H - Gorilla Gateway (2 hours)

H0 - No Companion

__ UGS-150 Gorilla Gateway (2)

I - Pathway Elective (3 hours)

See notes *4

Notes *4: Elective can be from any D,E,F, or G Essential Studies and can be from the same prefix as major or repeat of prefix used in Essential Studies.

_____ (3)

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. Will this revision have specific Pitt State Pathway courses required? Yes No
Please realize that this requirement will need to gain approval of the Pitt State Pathway Committee.
4. Will this revision affect any education majors? Yes No
If "yes," please realize that this requirement 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.)?

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 9/8/2020 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
 Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
 Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: PittState Pathway Committee (if applicable)
 Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
 Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
 Date 11-10-20 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 SharePoint, 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 send to your College Admin.

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.

Pittsburg State University

Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts & Sciences
 Submission Date: 9-

Contact Person: Celia Patterson
 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 used only by the IEP program at PSU.

Proposed Course:Course Number: IEP-045Title of Course: Intermediate Structure and CompositionCredit Hours: 0

Date first offered: Fall 2021 Fall Spring Summer
 (Semester/Year) (check all that apply)

Prerequisite: None

Course Description (as it will appear in the next catalog): Intensive study of writing at the sentence and paragraph level, transitioning into essays, and new grammatical structures with emphasis on recognition, comprehension and usage of structures in meaningful contexts.

Purpose/Justification for Proposed Course: To streamline our curriculum to make it more efficient.

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

By the end of the semester, students should be able to

- produce well-written and meaningful 120- to 150-word paragraphs in a specified time with sufficient and logical support
- produce basic essays of 500 words in a specified time with effective introductions, body paragraphs and concluding paragraphs
- use correct paragraph and essay format and own ideas to organize, write, revise, and edit
- use, spell and edit for descriptive, precise and academic vocabulary
- recognize and use grammatical structures that are reviewed and taught in class: questions and sentences with all present, past, future, and present perfect verb tenses with adverbs of time and frequency, simple, compound and complex sentences with adverb and adjective clauses; count and noncount nouns; gerunds, infinitives, and causatives; basic articles; and too and enough with nouns, adjectives and adverbs

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

Students must receive a grade of 75% or higher to pass this course:

Request for New Course- Revised Summer 2019

1

Pittsburg State University

• Minimum of 15 practice paragraphs & essays: vocabulary exercise; and grammar exercises)	5%
• Quizzes (8-10 vocabulary & grammar)	15%
• In-class Paragraphs (4)	20%
• In-class Essays (3)	35%
• *Tests (2)	10%
• Final Essay	15%

*Tests: Test #1 covers the vocabulary and language use taught up to midterm; Test #2 covers the vocabulary and language use taught after midterm (75%) and material from Test #1 (25%).

Criteria for Grading the Final Copies of Paragraphs:

35%	Topic Development
20%	Vocabulary & Style
40%	Language Use
5%	Mechanics

Criteria for Grading the Final Copies of Essays:

40%	Topic Development
20%	Vocabulary & Style
40%	Language Use & Mechanics

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

Pittsburg State University

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:

NA

3. Is this course to be considered for Pitt State Pathway? Yes No

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


Please realize that this requirement will need to gain approval of the Pitt State Pathway Committee after it has been approved by Faculty Senate as a new course.

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

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

Pittsburg State University

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

- Approved: Department Chairperson
Date 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, Pitt State Pathway Committee Chair _____

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 SharePoint, "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.

Pittsburg State University

Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts & Sciences
 Submission Date: 9-10-22

Contact Person: Celia Patterson 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 used only by the IEP program at PSU.

Proposed Course:

Course Number: IEP-046

Title of Course: Intermediate Reading/Listening/Speaking

Credit Hours: 0

Date first offered: Fall 2021 Fall Spring Summer
 (Semester/Year) (check all that apply)

Prerequisite: None

Course Description (as it will appear in the next catalog): Intensive study and practice of reading skills with emphasis on comprehension, increasing vocabulary and reading speed, and listening to formal English, short academic lectures, taking notes and giving oral presentations.

Purpose/Justification for Proposed Course: To streamline our curriculum to make it more efficient.

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

Students should be able to

- read and answer questions over passages of 500-850 words in a specified time
- listen and answer questions about lectures or conversations of 12-15 minutes in a specified time
- answer a variety of questions including identifying main ideas, answering recognition and productive questions about main supporting details, inferencing, guessing meaning of new vocabulary from context, identifying antecedents for pronouns
- write effective summaries and reactions from notes for both lectures and readings
- correctly use, spell, pronounce targeted vocabulary
- orally present information on assigned topics

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

Assessment Guidelines:

Pittsburg State University

• Other graded assignments	5%
• Speaking Activities (1 formal and 3-4 informal)	10%
• Quizzes (8-10)	25%
• Tests (at least 5)	25%
• 1 Mid-term: over material covered first half at (will test both Reading and Listening)	15%
• Final: over material from midterm to end of semester (will test both Reading and Listening)	20%

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

Pittsburg State University

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:

NA

3. Is this course to be considered for Pitt State Pathway? Yes No

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

NA

Please realize that this requirement will need to gain approval of the Pitt State Pathway Committee after it has been approved by Faculty Senate as a new course.

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

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

Pittsburg State University

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

- Approved: Department Chairperson
Date 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, Pitt State Pathway Committee Chair _____

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 SharePoint, "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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Pittsburg State University

Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts & Sciences
 Submission Date: 9-10-22

Contact Person: Celia Patterson 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 used only by the IEP program at PSU.

Proposed Course:

Course Number: IEP-065

Title of Course: Advanced Structure and Composition

Credit Hours: 0

Date first offered: Fall 2021 Fall Spring Summer
 (Semester/Year) (check all that apply)

Prerequisite: None

Course Description (as it will appear in the next catalog): A bridge course designed to prepare students for academic classes through systematic review and introduction of complex grammatical structures, writing essays, and using authentic materials in the writing of documented essays.

Purpose/Justification for Proposed Course: To streamline our curriculum to make it more efficient.

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

Students should be able to write acceptable college-level documented essays of 600-1,000 words under time constraints, and in so doing demonstrate the following abilities:

- understanding and answering writing prompts directly with appropriate essay organization and topic development
- working under time constraints
- choosing effective source data from sources
- paraphrasing, summarizing and quoting from sources
- providing appropriate APA in-text citations
- using academic-level vocabulary and language use and varied sentence structure
- utilizing the writing process
- writing in the APA style
- demonstrating personal initiative and responsibility

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

Request for New Course- Revised Summer 2019

1

Pittsburg State University

Grading: Students must receive a grade of 75% or higher to pass this course:

• Graded Assignments (minimum of 15 practice paragraphs and essays; vocabulary exercises; and grammar exercises)	5%
• Quizzes (8-10 vocabulary and grammar)	15%
• In-class Writing (4 essays)	50%
• *Tests (2)	10%
• Final Essay	20%

*Tests: Test #1 covers the vocabulary and language use taught up to midterm; Test #2 covers the vocabulary and language use taught after midterm (75%) and material from Test #1 (25%).

If you are a full-time student in IEP, in order to pass this level and graduate from IEP, you must pass one of the courses in this level with a grade of 75% or higher and have 70-74% in the other class. PASS students must have 75% or higher in this class to pass.

Criteria for Grading the Final Copies:

40%	Topic Development
15%	Vocabulary & Style
40%	Language Use
5%	Mechanics & Documentation

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

Pittsburg State University

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:

NA

3. Is this course to be considered for Pitt State Pathway? Yes No

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

NA

Please realize that this requirement will need to gain approval of the Pitt State Pathway Committee after it has been approved by Faculty Senate as a new course.


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

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

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 9-10-20 Signature, Department Chairperson Celia Patterson
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair Mary Carol Pomatto
- Approved: Dean of College
Date 10/6/20 Signature, Dean Mary Carol Pomatto
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, Pitt State Pathway Committee Chair _____

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 SharePoint, "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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Pittsburg State University

Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: English and Modern Languages College: Arts & Sciences
Submission Date: 9-20-22

Contact Person: Celia Patterson 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 used only by the IEP program at PSU.

Proposed Course:Course Number: IEP-066Title of Course: Advanced Reading/Listening/SpeakingCredit Hours: 0

Date first offered: Fall 2021 Fall Spring Summer
(Semester/Year) (check all that apply)

Prerequisite: None

Course Description (as it will appear in the next catalog): A bridge course designed to prepare students for academic classes through increased level of difficulty in readings, vocabulary, listening, speaking, and study skills, and using authentic academic materials in the practice of reading, listening, and giving oral presentations.

Purpose/Justification for Proposed Course: To streamline our curriculum to make it more efficient.

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

Students will be able to (at 75% accuracy):

- Read, identify, and mark important information in an academic textbook and demonstrate understanding by answering different types of test questions.
- Listen and take notes of 40-50 minute lectures and other listening materials on academic topics, and demonstrate understanding by answering different types of test questions.
- Define, spell and use targeted academic vocabulary in both writing and speaking.
- Write effective summaries of or reactions to both written and orally presented content.
- Prepare and present information orally about an academic topic with your own ideas and outside support.

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

Students must have 75% or higher in this class to pass.

• Assessment Guidelines:

• Other graded assignments (minimum of 10 at .5% each) _____ 5%

Pittsburg State University

• Quizzes (8-10)	25%
• Speaking Assignments (2-3)	3%
• Group Presentation	5%
• Tests (4-5) (reading and listening)	30%
• Midterm Exam (reading and listening)	12%
• Final (reading and listening material from midterm to end of semester)	20%

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

Pittsburg State University

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:

NA

3. Is this course to be considered for Pitt State Pathway? Yes No

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

NA

Please realize that this requirement will need to gain approval of the Pitt State Pathway Committee after it has been approved by Faculty Senate as a new course.

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

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

Pittsburg State University

PITTSBURG STATE UNIVERSITY
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Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, Pitt State Pathway Committee Chair _____

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Originating Department: Please complete this form and upload to the SharePoint, "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: Engineering Technology College: Technology This program is to be offered 50% or more online as a Hybrid_____

This program is to be offered fully online_____

Submission Date: 08/18/2020

Revision Effective: Fall, 2021

(Year)

Contact Person: David Miller Faculty member Chair

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

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

Description of Change: Moving Kinematics to Automation/Automotive/Manufacturing emphasis; adding 2 hours of Tech Elective to Biomedical/Design emphasis to replace Kinematics.

Rationale for Change (include changes to curriculum objectives): Industrial Advisory board agreed that for the Automation/Automotive/Manufacturing students, Kinematics was sufficient, while the kinematics content already covered in Dynamics along with the additional advanced topics would be more appropriate for the Design/Biomedical emphasis students. See highlighted portions of 04-08-2020 IAB Meeting Discussion Items email.pdf and IAB Spring 2020 agenda & minutes.pdf which are attached.

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 change will only affect students in the Mechanical Engineering Technology program 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.

Revision will only affect students in the Biomedical and Design emphasis within Mechanical Engineering Technology at PSU.

Existing Major or Minor/Emphasis/Certificate

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

		Technical Sciences	33
MECET	220	Statics	3
MECET	226	Computer Aided Design	3
MECET	323	Advanced Engineering Graphics	3
EET	343	Automation I: Industrial Control+	3
MECET	420	Kinematics	2

Pittsburg State University

MECET	423	Mechanics of Materials	3
MECET	424	Mechanics of Materials Lab	1
MECET	428	Thermodynamics	3
MECET	523	Mechanical Design I	3
MECET	524	Fluid Mechanics	3
MECET	525	Fluid Mechanics Lab	1
MFGET	666	Manufacturg/Design Project I	2
MFGET	669	Manufacturg/Design Project II	3
Support Courses			17
PHYS	104	Engineering Physics I	4
or PHYS	100	College Physics I	
PHYS	105	Engineering Physics II	4
or PHYS	105	College Physics II	
PHYS	130	Elementary Physics Lab I	1
PHYS	131	Elementary Physics Lab II	1
MATH	122	Plane Trigonometry	3
MATH	154	Engineering Calculus II	4
or MATH	155	Calculus II (5 hr)	

PHYS 104, PHYS 105, MATH 154 are preferred

Students must declare one of the approved emphasis areas and follow the emphasis sequence.

Tech Elective

Required number of technical elective hours will vary by emphasis area and must be approved by the student's academic adviser. Suggested Tech Electives include, but aren't limited to:

MATH	212	Matrix Algebra	2
ENGL	301	Technical/Professional Writing	3
MATH	343	Intro to Applied Statistics	3
EST	393	Intro to Industrial Safety	3
MFGET	405	Quality Control (PR statistics class)	3
ETECH	670	Professional Certification Seminar	1

Approved Tech Electives

TST	TECHNOLOGY STUDIES COURSE(S)
TED	TECHNICAL EDUCATION COURSE(S)
ETECH	ENGINEERING TECHNOLOGY COURSE(S)
MECET	MECHANICAL ENGINEERING TECHNOLOGY COURSE(S)
MFGET	MANUFACTURING ENGINEERING TECHNOLOGY COURSE(S)
TECH	TECHNOLOGY COURSE(S)
EET	ELECTRONICS ENGINEERING TECHNOLOGY COURSE(S)
EST	ENVIRONMENTAL AND SAFETY TECHNOLOGY COURSE(S)

Pittsburg State University

GIT		GRAPHICS AND IMAGING TECHNOLOGY COURSE(S)	
PET		PLASTICS ENGINEERING TECHNOLOGY COURSE(S)	
AT		AUTOMOTIVE TECHNOLOGY COURSE(S)	
AST		AUTOMOTIVE SERVICE TECHNOLOGY COURSE(S)	
AMMT		ARCHITECTURAL MANUFACTURING MANAGEMENT TECHNOLOGY COURSE(S)	
AVT		AVIATION COURSE(S)	
HRD		HUMAN RESOURCE DEVELOPMENT COURSE(S)	
TE		TECHNOLOGY AND ENGINEERING EDUCATION COURSE(S)	
TM		TECHNOLOGY MANAGEMENT COURSE(S)	
		Technical Specialties	
Design			27
ETECH	296	Materials in Industry	3
MECET	522	Dynamics	3
MECET	528	Computer Aided Modeling	3
MECET	623	Mechanical Design II	3
MECET	682	Heat Transfer	3
		Tech Elective	12
Automation			27
ETECH	296	Materials in Industry	3
EET	141	Introductory Electronics	3
EET	244	Logic Circuits	3
EET	448	Network Systems	3
EET	443	Automation II: System Integration	3
EET	543	Automation III: Immersive Experience	3
		Tech Elective	9
Biomedical			27
BIOL	111	General Biology	3
BIOL	112	General Biology Lab	2
BIOL	257	Anatomy & Physiology	3
BIOL	258	Anatomy & Physiology Lab	2
BIOL	410	Biological/Medical Terminology	2
MECET	522	Dynamics	3
MECET	528	Computer Aided Modeling	3
MECET	627	Intro to Biomed Tech	3
MECET	682	Heat Transfer	3
		Tech Elective	3
Manufacturing			27
ETECH	296	Materials in Industry	3
MFGET	363	Principles of Tool Design	3
MFGET	367	Manufacturing Methods II	4
MFGET	567	Principles of Metal Casting	3
MFGET	568	Metal Casting Processing Lab	2
MFGET	661	Computer Aided Manufacturing	3

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2019

3

		Tech Elective	9
Automotive+			27
ETECH	296	Materials in Industry	3
AT	115	Mobile Electrical/Electronics	3
AT	116	Mobile Electrical/Electronics Lab+	3
AT	301	Fundamentals of Collision Tech.	3
AT	314	Manual Trans./Drivelines	3
AT	340	Diesel Engine Fundamentals	3
AT	418	Failure Analysis	3
		Tech Elective	9

+Automotive emphasis students can substitute this for EET 343

Approved Minor (for all but Automation Emphasis)

Required Core Courses

EET	141	Introductory Electronics	3
or EET	100	Prolog To Electronics	2
EET	343	Automation I: Industrial Controls	3
EET	443	Automation II: System Integration	3
EET	543	Automation III: Immersive Experiences	3
EET	448	Network Systems	3
Elective Courses (Take 6 credit hours from the following)			
CIS	240	Intermediate Programming	3
CIS	615	Database Management	3
CMCET	331	Electrical Systems	3
EET	449	Programmable Logic Devices	3
EET	549	Advanced Microcontrollers	3
EET	646	Control Theory	3
MATH	569	Numerical Methods	3
MECET	226	Computer Aided Design	3
MECET	420	Kinematics	3
		Pitt State Pathway	43

Core Elements

ENGL	101	English Composition	3
ENGL	299	Introduction to Research Writing	3
COMM	207	Speech Communication	3
MATH	150	Calculus I	5

Electives

MECET	121	Engineering Graphics I	3
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Gorilla Gateway

UGS	150	Gorilla Gateway	2
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Essential Studies

Natural World within a Global Context

CHEM	215	General Chemistry I	3
CHEM	216	General Chemistry I Lab	2

Human Experience within a Global Context

3 hours required from approved Human Experience within a Global Context (H.E.) that also satisfies the Non-verbal & Creative Expression (N.V.) companion element. Choose one of the following

ART	188	The Designed World	3
ART	233	Drawing I	3

Essential Studies (Cont'd)

Human Systems within a Global Context

Students should take the following courses

MFGET	263	Manufacturing Methods I	2
MFGET	268	Manufacturing Methods I Lab	1
EET	247	Computer Prog for Electron. Sys.	3
ETECH	502	Engineering Economy	3

AND select 3 hours from approved Human Systems within a Global Context (H.S.) that meet the Diverse Perspectives within a Global Context (DP) companion element. See PittState.edu for a full list of courses that meet this Pitt State Pathway requirement. Options include, but aren't limited to:

SOC	100	Introduction to Sociology	3
POLS	103	Comparative Political Institutions	3
HIST	101	World History to 1500	3
HIST	102	World History from 1500	3
HIST	201	American History to 1865	3
HIST	202	American History from 1865	3
ANTH	101	Introduction to Cultural Anthropology	3
MLL	124	French Language and Culture I	3
MLL	154	Spanish Language and Culture I	3
PHIL	103	Introduction to Philosophy	3
PHIL	231	World Religions	3
WGS	399	Global Women's Issues	3

Wellness Strategies

Students should select 4 hours from approved Wellness Strategies (W.S.). See PittState.edu for a full list of courses that meet this Pitt State Pathway requirement. Options include, but may not be limited to:

DANCE	200	Dance	1
EXSCI	200	Introduction to Exercise Science	1
FCS	203	Nutrition and Health	3
HHP	150	Lifetime Fitness Concepts	1
NURS	303	Introduction to Public Health	3

PSYCH 155 General Psychology

3

Proposed Major or Minor/Emphasis/Certificate:List below, the proposed curriculum as you wish it to appear in the online catalog:

		Technical Sciences	31
MECET	220	Statics	3
MECET	226	Computer Aided Design	3
MECET	323	Advanced Engineering Graphics	3
EET	343	Automation I: Industrial Control+	3
MECET	423	Mechanics of Materials	3
MECET	424	Mechanics of Materials Lab	1
MECET	428	Thermodynamics	3
MECET	523	Mechanical Design I	3
MECET	524	Fluid Mechanics	3
MECET	525	Fluid Mechanics Lab	1
MFGET	666	Manufacturg/Design Project I	2
MFGET	669	Manufacturg/Design Project II	3
		Support Courses	17
PHYS	104	Engineering Physics I	4
or PHYS	100	College Physics I	
PHYS	105	Engineering Physics II	4
or PHYS	105	College Physics II	
PHYS	130	Elementary Physics Lab I	1
PHYS	131	Elementary Physics Lab II	1
MATH	122	Plane Trigonometry	3
MATH	154	Engineering Calculus II	4
or MATH	155	Calculus II (5 hr)	

PHYS 104, PHYS 105, MATH 154 are preferred

Students must declare one of the approved emphasis areas and follow the emphasis sequence.

Tech Elective

Required number of technical elective hours will vary by emphasis area and must be approved by the student's academic adviser. Suggested Tech Electives include, but aren't limited to:

MATH	212	Matrix Algebra	2
ENGL	301	Technical/Professional Writing	3
MATH	343	Intro to Applied Statistics	3
EST	393	Intro to Industrial Safety	3
MFGET	405	Quality Control (PR statistics class)	3
ETECH	670	Professional Certification Seminar	1

Approved Tech Electives

TST	TECHNOLOGY STUDIES COURSE(S)
TED	TECHNICAL EDUCATION COURSE(S)
ETECH	ENGINEERING TECHNOLOGY COURSE(S)
MECET	MECHANICAL ENGINEERING TECHNOLOGY COURSE(S)
MFGET	MANUFACTURING ENGINEERING TECHNOLOGY COURSE(S)
TECH	TECHNOLOGY COURSE(S)
EET	ELECTRONICS ENGINEERING TECHNOLOGY COURSE(S)
EST	ENVIRONMENTAL AND SAFETY TECHNOLOGY COURSE(S)
GIT	GRAPHICS AND IMAGING TECHNOLOGY COURSE(S)
PET	PLASTICS ENGINEERING TECHNOLOGY COURSE(S)
AT	AUTOMOTIVE TECHNOLOGY COURSE(S)
AST	AUTOMOTIVE SERVICE TECHNOLOGY COURSE(S)
AMMT	ARCHITECTURAL MANUFACTURING MANAGEMENT TECHNOLOGY COURSE(S)
AVT	AVIATION COURSE(S)
HRD	HUMAN RESOURCE DEVELOPMENT COURSE(S)
TE	TECHNOLOGY AND ENGINEERING EDUCATION COURSE(S)
TM	TECHNOLOGY MANAGEMENT COURSE(S)

Technical Specialties

Design			29
ETECH	296	Materials in Industry	3
MECET	522	Dynamics	3
MECET	528	Computer Aided Modeling	3
MECET	623	Mechanical Design II	3
MECET	682	Heat Transfer	3
		Tech Elective	14

Automation			29
ETECH	296	Materials in Industry	3
EET	141	Introductory Electronics	3
EET	244	Logic Circuits	3
EET	448	Network Systems	3
EET	443	Automation II: System Integration	3
EET	543	Automation III: Immersive Experience	3
MECET	420	Kinematics	2
		Tech Elective	9

Biomedical			29
BIOL	111	General Biology	3
BIOL	112	General Biology Lab	2
BIOL	257	Anatomy & Physiology	3
BIOL	258	Anatomy & Physiology Lab	2
BIOL	410	Biological/Medical Terminology	2
MECET	522	Dynamics	3
MECET	528	Computer Aided Modeling	3
MECET	627	Intro to Biomed Tech	3

Pittsburg State University

MECET	682	Heat Transfer	3
		Tech Elective	5
Manufacturing			29
ETECH	296	Materials in Industry	3
MECET	420	Kinematics	2
MFGET	363	Principles of Tool Design	3
MFGET	367	Manufacturing Methods II	4
MFGET	567	Principles of Metal Casting	3
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+Automotive emphasis students can substitute this for EET 343

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EET	549	Advanced Microcontrollers	3
EET	646	Control Theory	3
MATH	569	Numerical Methods	3
MECET	226	Computer Aided Design	3
MECET	420	Kinematics	3
		Pitt State Pathway	43

Core Elements

ENGL	101	English Composition	3
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Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2019

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Pittsburg State University

ENGL	299	Introduction to Research Writing	3
COMM	207	Speech Communication	3
MATH	150	Calculus I	5

Electives

MECET	121	Engineering Graphics I	3
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Gorilla Gateway

UGS	150	Gorilla Gateway	2
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Essential Studies

Natural World within a Global Context

CHEM	215	General Chemistry I	3
CHEM	216	General Chemistry I Lab	2

Human Experience within a Global Context

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ART	188	The Designed World	3
ART	233	Drawing I	3

Essential Studies (Cont'd)

Human Systems within a Global Context

Students should take the following courses

MFGET	263	Manufacturing Methods I	2
MFGET	268	Manufacturing Methods I Lab	1
EET	247	Computer Prog for Electron. Sys.	3
ETECH	502	Engineering Economy	3

AND select 3 hours from approved Human Systems within a Global Context (H.S.) that meet the Diverse Perspectives within a Global Context (DP) companion element. See PittState.edu for a full list of courses that meet this Pitt State Pathway requirement. Options include, but aren't limited to:

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POLS	103	Comparative Political Institutions	3
HIST	101	World History to 1500	3
HIST	102	World History from 1500	3
HIST	201	American History to 1865	3
HIST	202	American History from 1865	3
ANTH	101	Introduction to Cultural Anthropology	3
MLL	124	French Language and Culture I	3
MLL	154	Spanish Language and Culture I	3
PHIL	103	Introduction to Philosophy	3
PHIL	231	World Religions	3

WGS 399 Global Women's Issues 3

Wellness Strategies

Students should select 4 hours from approved Wellness Strategies (W.S.). See PittState.edu for a full list of courses that meet this Pitt State Pathway requirement. Options include, but may not be limited to:

DANCE	200	Dance	1
EXSCI	200	Introduction to Exercise Science	1
FCS	203	Nutrition and Health	3
HHP	150	Lifetime Fitness Concepts	1
NURS	303	Introduction to Public Health	3
PSYCH	155	General Psychology	3

Additional Questions

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

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 Pitt State Pathway courses required? Yes No
Please realize that this requirement will need to gain approval of the Pitt State Pathway Committee.
4. Will this revision affect any education majors? Yes No
If "yes," please realize that this requirement 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.)?
N/A

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 8/25/2020 Signature, Department Chairperson [Signature]

Approved: College Curriculum Committee
Date 9.8.20 Signature, College Curriculum Committee Chair [Signature]

Approved: Dean of College
Date 10.16.20 Signature, Dean [Signature]

Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____

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

Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 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 SharePoint, 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 send to your College Admin.

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.

Pittsburg State University
Mechanical/Manufacturing Engineering Technology
Advisory Committee Meeting:
April 24th, 2020

Zoom Link (joint morning session only): <https://pittstate.zoom.us/j/92713944905>

Design Presentation Drafts: <https://drive.google.com/open?id=1vtF3iQpAaUB--HbRA-f03ZhsSuj7id6E>

AGENDA - Mechanical

- 8:45 – 9:00 Zoom conference opens & procedure by Dr. Dan Maxwell
- 9:00 – 11:30 Senior Design Presentations:
1. NASA Rover 1 (9:00-9:25)
 2. Firefighter (9:25-9:50)
 3. Baja (9:50-10:15)
 4. Fixtures (10:15-10:40)
 5. Rover 2 (10:40-11:05)
 6. Custom Cycle (11:05-11:30)
- 11: 30-11:40 Review of MFGET 405 - Quality Control by Prof. Phil McNew (Manufacturing Faculty)
- 11:40-11:50 Review of ETECH 296 – Materials in Industry by Prof. Dave Lomshek (Manufacturing Faculty)
- 11:50-12:00 Campus Update – Prof. Greg Murray, Chair of Engineering Technology
- 12:00-1:00 Lunch Break
- 1:00-2:30 Mechanical Program Topics (Zoom meeting link sent out at the conclusion of morning session)
- Topics:
- Review of projects
 - Review of topics and action items from 04/08/2020 email from D. Miller
 - New Business/Open Forum

Afternoon Zoom Meeting

<https://pittstate.zoom.us/j/8095064937?pwd=a1lYUThjQkp5T2p5ZzB5VTRhWldhQT09>

Meeting ID: 809 506 4937

Password: M3Ce+Sp20

Attendees:

Dan Maxwell

David Miller

Patrick Foyet

Tim Thomas

Greg Murray

Chris Allen (callen03@hotmail.com)

Brock Skaggs

Craig Mooney

Mike Gelatko

Mindi Jones

Notes:**Morning items:****Alternate Student Certifications**

Free White belt online (not through ASQ). Assigned as part of class.

Offered every semester.

- Questions
 - Transition to a Green Belt? Company-specific
 - Skaggs email 04/18, answered 04/19: Industry applicability of “non-standard” certifications

ETECH 296

- Questions
 - Standards covered? International? No, cut for time.
 - Materials organizations? Talk about societies.

Murray gave campus update

- Questions:
 - Industry outreach opportunities? Hyperloop?
 - Telemetry curriculum?
 - Cutoff for online vs. face-to-face delivery by ABET?

Afternoon items: (Polls conducted via Zoom Poll)**Projects**

- Lack of drawings?
- Industry going drawingless

ABET

- Questions
 - Skaggs email 04/18, answered 04/19: No introduction assessment of outcomes 1 or 4.
- Votes
 - Approve: 7/7
 - Reject: 0

New Program

- Questions
 - Skaggs email 04/18, answered 04/19: MATH 154 status, WL Requirements.

Certificates

- Questions
 - Skaggs email 04/18, answered 04/19: Applicability of more advanced certifications, and required qualifications/prerequisites to begin certificates
- Suggestions:
 - Data Certificate: Acquisition, Transfer, Storage, Analysis
 - EET Automation minor/emphasis?

Program Sequence Change

- Questions
 - Skaggs email 04/18, answered 04/19: Could moving the critical path earlier cause issues for students failing?
- Votes
 - Approve: 7/7
 - Reject: 0

Emphasis change

- Votes
 - Approve: 7/7
 - Reject: 0

Quality Certification

- Stress to students that this isn't the last word in certification
- Additional ASME certifications?
- Concentration-based options?
- **ACTION:** Require taking Quality course before/during Sr. Design. Revisit # having taken in a year
- **Votes**
 - **Approve: 5/7**
 - **Reject: 2/7**

ETECH 296

- **Action:** email IAB syllabus to course & ask for list of top 5 topics we want covered. Send List of required topics to Dave Lomshek
- Votes

- Do nothing
- MECET Section
- Take over ETECH 296
- New MECET course

Asked about Fall IAB meeting & enrollment projections for Fall

Action: Start doing once-a-year Zoom meeting for IAB meetings (Fall only)?

4/16/2020

Mail - David Miller - Outlook

Spring 2020 PSU Advisory Board Meeting

David Miller <djmiller@pittstate.edu>

Wed 4/8/2020 9:27 AM

Cc: Jacob Lehman <jlehman@pittstate.edu>; Tim Thomas <tthomas@pittstate.edu>; Daniel Maxwell <dmaxwell@pittstate.edu>; Greg Murray <gmurray@pittstate.edu>; Patrick Foyet <pfoyet@pittstate.edu>
Bcc: abbyt@gus.pittstate.edu <abbyt@gus.pittstate.edu>; amy.mason@nitto.com <amy.mason@nitto.com>; azimmerman@kcp.com <azimmerman@kcp.com>; brian.reel@cati.com <brian.reel@cati.com>; brocks@hew.com <brocks@hew.com>; callen@powerflame.com <callen@powerflame.com>; collinseg@bv.com <collinseg@bv.com>; craig.a.mooney@lmco.com <craig.a.mooney@lmco.com>; dustin.damrill@orica.com <dustin.damrill@orica.com>; dylan.wines@sonoco.com <dylan.wines@sonoco.com>; garrettjones@smpcorp.com <garrettjones@smpcorp.com>; gelatkomg@bv.com <gelatkomg@bv.com>; gstruble@tankconnection.com <gstruble@tankconnection.com>; jason.eastwood@eaglepicher.com <jason.eastwood@eaglepicher.com>; jeremiah.fleming@kiewit.com <jeremiah.fleming@kiewit.com>; jmendez@intercon.com <jmendez@intercon.com>; joe.blubaugh@cati.com <joe.blubaugh@cati.com>; malcomj@bv.com <malcomj@bv.com>; mschultz500@gmail.com <mschultz500@gmail.com>; pallen@atecsteel.com <pallen@atecsteel.com>

5 attachments (3 MB)

ETAC Draft Statement.pdf; MECET Criterion 4 Weakness 30-Day Due Process Response.pdf; ABET Criterion Map (Rev2019).pdf; 2019 MECET Curriculum Revision.pdf; MECET Certificate course list.pdf;

First off, I hope you are well and are adapting to this unusual circumstance. PSU has been fully online for the last 10 days and it seems to be going ok from what I'm seeing/hearing.

Second, I apologize in advance for the long email. As you may or may not know, PSU has cancelled all on-campus events until the end of the semester, so regardless of whatever happens in the world, the advisory committee meeting scheduled for the 24th of this month will need to be held online rather than face to face. I will be sending out more details about login and scheduling as we get closer for those of you who would like to join virtually. In the meantime, I wanted to give a rundown of the topics we need to get covered now so that you can review and (hopefully) comment ahead of time in an effort to shorten the video conference time on the day. There are some items that we would appreciate your feedback, tagged with **ACTION**.

ABET

- Results from the visit last October (*ETAC Draft Statement.pdf*)
 - Weakness in Criterion 3 - Student Outcomes
 - evaluators felt that there was insufficient evidence of assessing communication skills
 - faculty responded by pointing out various instances of assessing communication throughout the curriculum, as well as revising Continuous Improvement process to shore up the weakness
 - Concern in Criteria 4 - Continuous Improvement
 - evaluators pointed out missing corrective action data from some courses
 - faculty responded by giving explanations for missing data, and pointing out changes that had already been made to Continuous Improvement process that addressed the concern
 - Concern in Criterion 6 - Faculty
 - evaluators felt that faculty were not getting enough professional development from places outside the university
 - faculty pointed out that online certification is an accepted means of professional development in industry, as well as one of the major components of the MECET program

<https://outlook.office.com/mail/AAMkADNmNzA1MTRILTQ0ZTI1NDI2ZS1hMzNLTQ2ODVZDhknjEwMAAuAAAAAAMPmH9TkuDARo3IQe0njy7JAQDI...> 1/4

4/16/2020

Mail - David Miller - Outlook

- Concern in Criterion 8 - Institutional Support
 - evaluators felt that the university was not providing adequate monetary resources for faculty to stay qualified and competitive; this was a concern for all the programs that were evaluated, not just MECET
 - faculty pointed out that budgetary constraints within the state prohibit spending in some cases
- Faculty responded to the findings (*MECET Criterion 4 Weakness 30-Day Due Process Response.pdf*) and are waiting to hear the response from ABET (probably summer, may be delayed due to shutdown)
- Regardless of outcome of the fully ABET review, Tim Thomas feels that the worst that will happen is that faculty will be required to provide a 2-year letter demonstrating that the processes put into place have corrected the issue.
- Now that the review is complete, the program has to move to using the new new Objectives 1-5 (instead of a-k).
 - Faculty have reviewed the program, and created the map shown in *ABET Criterion Map (Rev2019).pdf*
 - Faculty feel that this allows the same assessment of student work, while simplifying the process of collection and reporting of data
 - **ACTION:** Please review and vote to approve or reject the new program objectives
- Faculty have also continued to review and revise the program; however, due to current circumstances, these discussions will likely be delayed until Fall 2020

Approved New program

- Based on feedback from previous IAB meetings, and changes within the department, the program was revised and these revisions were approved by Faculty Senate (*2019 MECET Curriculum Revision.pdf*)
- Changes are listed below and will be implemented starting in the Fall of 2020:
 - MATH 122 - Plane Trigonometry added
 - BIOL 113 - Environmental Life Science removed
 - ETECH 296 - Mat'ls In Industry & BIOL 111/112 - General Biology and Lab moved to emphasis courses
 - The EET program changed course numbers and added an "Automation" sequence; these courses were added to what was formerly the Electromechanical Emphasis. The emphasis is now called Automation Emphasis, and these courses can also be taken as a minor by students not in the Automation emphasis (e.g. the Design emphasis students can take the Automation Minor as part of their required technical electives)

Approved Certificate

- The Mechanical CAD certificate was approved (*MECET Certificate Course List.pdf*) by Faculty Senate
- It is hoped that this will help bring more students onto campus who would not otherwise be interested in a 4-year degree
- Once students complete the courses, the certificate is added to their transcript by the Department Chair
- The certificate is not officially on the books until Fall of 2020, but students are being advised of its existence now
- **ACTION:** Are there additional certificates that would be of value? Certificates can be "stacked" on the way to an undergraduate degree, so if more options are offered, students might be convinced to stay on campus. Below are some suggestions, but we would like your feedback:

<https://outlook.office.com/mail/AAMkADNmNzA1MTRILTQ0ZTIINDI2ZS1hMzNILTQ2ODVlZDhkNjEwMAAuAAAAAAPmH9TKuDARo3lQe0nJy7JAQDI...> 2/4

4/16/2020

Mail - David Miller - Outlook

- Engineering Mechanics cert: Statics, Mechanics of Materials (no lab), Mechanical Design I and one of either Dynamics, Mechanical Design II, or Kinematics
- Mechanical Automation cert: Fluids w/ lab, EET 343 - Automation I, EET 443 - Automation II, and one of MECET 314 - VB Applications, CIS 230 - Intro to Programming, EET 247 - Computer Prog For Electron Sys

Proposed Sequence Changes

- Faculty have been discussing update to the Recommended Sequence to move Statics a semester early
- We feel that it would help better prepare MECET students for the first semester of Sr. Design to have Mechanical Design I before coming into Fall of senior year
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 - Could also legislate new MECET 666/669 course numbers (but keep teaching alongside MFGET faculty) to eliminate prerequisite issue
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- **ACTION:** This does not require legislation by Faculty Senate, but before making it official policy we would appreciate approval from the IAB. Please approve/reject/comment on this change.

Proposed Emphasis changes

- Faculty have been discussing revising the sequence to better suit individual emphasis areas
- Design and Biomedical emphasis do not need to take both Kinematics and Dynamics (some Kinematics content is covered in Dynamics)
- Proposed change:
 - move Kinematics to the MFG/Automation/Automotive emphasis
 - require Design/Biomed to take either additional math or advanced fluid mechanics class (to be developed)
- **ACTION:** Please comment on this change.

Alternative Certifications

- In previous meetings, we have discussed accepting advanced certifications in addition to FE/SME for some students who may not be going into design
- Alternatives proposed at the last meeting:
 - AutoCAD certification
 - This has been considered by Prof. Thomas in the past
 - We would have to work through a test agent to test the students, or we would have to apply to be a testing center

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4/16/2020

Mail - David Miller - Outlook

- Then each test cost from \$50 to \$500. Do not believe they have a deal with schools like SolidWorks.
- Six Sigma Certification
 - Phil McNew (MFGET Faculty) as offered "White Belt" in his undergraduate Quality class before
 - It is free, but is not likely to be recognized by industry on its own
 - ASQ Yellow belt takes many hours of on-the-job project work, and costs start at ~\$300
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- **ACTION:** Please comment on whether or not taking McNew's Quality class and sitting for the "unofficial" White Belt certification is an appropriate substitute for taking the FE or SME exam for *some* students. Also please feel free to suggest alternatives.

ETECH 296 content

- MECET students are pretty much the only students who take ETECH 296 - Materials in Industry
- We have discussed taking it over completely or legislating our own class for MECET majors
- I will invite Dave Lomshek to talk to us about the content he offers in his Materials in Industry Class so that we can begin to talk about whether it is sufficient, or if MECET needs to take over and add our own content.

Please feel free to reply to me with comments by the 22nd. I will compile them and send results to the committee a day or two before the meeting so we can discuss/clarify/vote as needed.

Stay safe, and I'll speak with you soon.

--DM

Pittsburg State University

Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Engineering Technology College: Technology
 Date: 08/18/2020

Submission

Contact Person: David Miller Faculty member Chair

Revision Effective: Fall 2021 (Semester/Year)

Offered: (check all that apply)

- Fall
 Spring
 Summer

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

- Yes No

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

Course is only taken by Mechanical and Manufacturing Engineering Technology majors.

Purpose/Justification for Revision to Course: Mechanical Engineering Technology Industrial Advisory Board approved the revision to the MECET recommended sequence to allow Mechanical majors to take Mechanical Design I as a prerequisite to entering Senior Design; Manufacturing majors are not required to take this course, so the current prerequisite (Mechanics of Materials) needs to remain a prerequisite for those majors. See highlighted portions of 04-08-2020 IAB Meeting Discussion Items email.pdf and IAB Spring 2020 agenda & minutes.pdf which are attached.

Existing Course:

Course Number: MFGET 666

Title of Course: MANUFACTURING/DESIGN PROJECT I

Credit Hours: 2

Prerequisite: Prerequisite: MECET 423 Mechanics of Materials. Enrollment restricted to manufacturing or mechanical seniors.

Course Description (as it appears in the current catalog): (2 hours lecture with open laboratory). A "capstone" experience incorporating design, design analysis and material selection based on design cost and quality. Projects will be assigned to teams or individuals to assure a professional experience in the major field.

Proposed Course:

Course Number: MFGET 666

Title of Course: MANUFACTURING/DESIGN PROJECT I

Credit Hours: 2

Pittsburg State University

Prerequisite: Prerequisite: For Manufacturing majors only: MECET 423 Mechanics of Materials. For Mechanical Majors only: MECET 523 Mechanical Design I. Enrollment restricted to manufacturing or mechanical seniors.

Course Description (as it will appear in the next catalog): (2 hours lecture with open laboratory). A "capstone" experience incorporating design, design analysis and material selection based on design cost and quality. Projects will be assigned to teams or individuals to assure a professional experience in the major field.

Additional Questions

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

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

Please realize that this requirement will need to gain approval of the Pitt State Pathway Committee after the revisions have been approved by Faculty Senate.

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


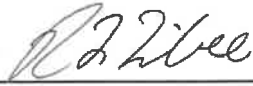

If "yes," please realize that this requirement will need to have the approval of the Council for Teacher Education.

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

N/A

Pittsburg State University

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

- Approved: Department Chairperson
Date 8/25/2020 Signature, Department Chairperson 
- Approved: College Curriculum Committee
Date 9.8.20 Signature, College Curriculum Committee Chair 
- Approved: Dean of College
Date 10.16.20 Signature, Dean 
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair 
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____
- Approved: Pitt State Pathway Committee (if applicable)
Date _____ Signature, Pitt State Pathway 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 SharePoint, "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.

Pittsburg State University
Mechanical/Manufacturing Engineering Technology
Advisory Committee Meeting:
April 24th, 2020

Zoom Link (joint morning session only): <https://pittstate.zoom.us/j/92713944905>

Design Presentation Drafts: <https://drive.google.com/open?id=1vtF3iQpAaUB--HbRA-f03ZhsSuj7id6E>

AGENDA - Mechanical

- 8:45 – 9:00 Zoom conference opens & procedure by Dr. Dan Maxwell
- 9:00 – 11:30 Senior Design Presentations:
1. NASA Rover 1 (9:00-9:25)
 2. Firefighter (9:25-9:50)
 3. Baja (9:50-10:15)
 4. Fixtures (10:15-10:40)
 5. Rover 2 (10:40-11:05)
 6. Custom Cycle (11:05-11:30)
- 11: 30-11:40 Review of MFGGET 405 - Quality Control by Prof. Phil McNew (Manufacturing Faculty)
- 11:40-11:50 Review of ETECH 296 – Materials in Industry by Prof. Dave Lomshek (Manufacturing Faculty)
- 11:50-12:00 Campus Update – Prof. Greg Murray, Chair of Engineering Technology
- 12:00-1:00 Lunch Break
- 1:00-2:30 Mechanical Program Topics (Zoom meeting link sent out at the conclusion of morning session)
- Topics:
- Review of projects
 - Review of topics and action items from 04/08/2020 email from D. Miller
 - New Business/Open Forum

Afternoon Zoom Meeting

<https://pittstate.zoom.us/j/8095064937?pwd=a1lYUThjQkp5T2p5ZzB5VTRhWldhQT09>

Meeting ID: 809 506 4937

Password: M3Ce+Sp20

Attendees:

Dan Maxwell

David Miller

Patrick Foyet

Tim Thomas

Greg Murray

Chris Allen (callen03@hotmail.com)

Brock Skaggs

Craig Mooney

Mike Gelatko

Mindi Jones

Notes:**Morning items:****Alternate Student Certifications**

Free White belt online (not through ASQ). Assigned as part of class.

Offered every semester.

- Questions
 - Transition to a Green Belt? Company-specific
 - Skaggs email 04/18, answered 04/19: Industry applicability of “non-standard” certifications

ETECH 296

- Questions
 - Standards covered? International? No, cut for time.
 - Materials organizations? Talk about societies.

Murray gave campus update

- Questions:
 - Industry outreach opportunities? Hyperloop?
 - Telemetry curriculum?
 - Cutoff for online vs. face-to-face delivery by ABET?

Afternoon items: (Polls conducted via Zoom Poll)**Projects**

- Lack of drawings?
- Industry going drawingless

ABET

- Questions
 - Skaggs email 04/18, answered 04/19: No introduction assessment of outcomes 1 or 4.
- Votes
 - Approve: 7/7
 - Reject: 0

New Program

- Questions
 - Skaggs email 04/18, answered 04/19: MATH 154 status, WL Requirements.

Certificates

- Questions
 - Skaggs email 04/18, answered 04/19: Applicability of more advanced certifications, and required qualifications/prerequisites to begin certificates
- Suggestions:
 - Data Certificate: Acquisition, Transfer, Storage, Analysis
 - EET Automation minor/emphasis?

Program Sequence Change

- Questions
 - Skaggs email 04/18, answered 04/19: Could moving the critical path earlier cause issues for students failing?
- Votes
 - Approve: 7/7
 - Reject: 0

Emphasis change

- Votes
 - Approve: 7/7
 - Reject: 0

Quality Certification

- Stress to students that this isn't the last word in certification
- Additional ASME certifications?
- Concentration-based options?
- **ACTION:** Require taking Quality course before/during Sr. Design. Revisit # having taken in a year
- Votes
 - Approve: 5/7
 - Reject: 2/7

ETECH 296

- **Action:** email IAB syllabus to course & ask for list of top 5 topics we want covered. Send List of required topics to Dave Lomshek
- Votes

- Do nothing
- MECET Section
- Take over ETECH 296
- New MECET course

Asked about Fall IAB meeting & enrollment projections for Fall

Action: Start doing once-a-year Zoom meeting for IAB meetings (Fall only)?

4/16/2020

Mail - David Miller - Outlook

Spring 2020 PSU Advisory Board Meeting

David Miller <djmiller@pittstate.edu>

Wed 4/8/2020 9:27 AM

Cc: Jacob Lehman <jlehman@pittstate.edu>; Tim Thomas <tthomas@pittstate.edu>; Daniel Maxwell <dmaxwell@pittstate.edu>; Greg Murray <gmurray@pittstate.edu>; Patrick Foyet <pfoyet@pittstate.edu>
 Bcc: abbyt@gus.pittstate.edu <abbyt@gus.pittstate.edu>; amy.mason@nitto.com <amy.mason@nitto.com>;
 azimmerman@kcp.com <azimmerman@kcp.com>; brian.reel@cati.com <brian.reel@cati.com>; brocks@hew.com
 <brocks@hew.com>; callen@powerflame.com <callen@powerflame.com>; collinseg@bv.com <collinseg@bv.com>;
 craig.a.mooney@lmco.com <craig.a.mooney@lmco.com>; dustin.damrill@orica.com <dustin.damrill@orica.com>;
 dylan.wines@sonoco.com <dylan.wines@sonoco.com>; garrett.jones@smpcorp.com <garrett.jones@smpcorp.com>;
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 jason.eastwood@eaglepicher.com <jason.eastwood@eaglepicher.com>; jeremiah.fleming@kiewit.com
 <jeremiah.fleming@kiewit.com>; jmendez@intercon.com <jmendez@intercon.com>; joe.blubaugh@cati.com
 <joe.blubaugh@cati.com>; malcomj@bv.com <malcomj@bv.com>; mschultz500@gmail.com <mschultz500@gmail.com>;
 pallen@atecsteel.com <pallen@atecsteel.com>

5 attachments (3 MB)

ETAC Draft Statement.pdf; MECET Criterion 4 Weakness 30-Day Due Process Response.pdf; ABET Criterion Map (Rev2019).pdf; 2019 MECET Curriculum Revision.pdf; MECET Certificate course list.pdf;

First off, I hope you are well and are adapting to this unusual circumstance. PSU has been fully online for the last 10 days and it seems to be going ok from what I'm seeing/hearing.

Second, I apologize in advance for the long email. As you may or may not know, PSU has cancelled all on-campus events until the end of the semester, so regardless of whatever happens in the world, the advisory committee meeting scheduled for the 24th of this month will need to be held online rather than face to face. I will be sending out more details about login and scheduling as we get closer for those of you who would like to join virtually. In the meantime, I wanted to give a rundown of the topics we need to get covered now so that you can review and (hopefully) comment ahead of time in an effort to shorten the video conference time on the day. There are some items that we would appreciate your feedback, tagged with **ACTION**.

ABET

- Results from the visit last October (*ETAC Draft Statement.pdf*)
 - Weakness in Criterion 3 - Student Outcomes
 - evaluators felt that there was insufficient evidence of assessing communication skills
 - faculty responded by pointing out various instances of assessing communication throughout the curriculum, as well as revising Continuous Improvement process to shore up the weakness
 - Concern in Criteria 4 - Continuous Improvement
 - evaluators pointed out missing corrective action data from some courses
 - faculty responded by giving explanations for missing data, and pointing out changes that had already been made to Continuous Improvement process that addressed the concern
 - Concern in Criterion 6 - Faculty
 - evaluators felt that faculty were not getting enough professional development from places outside the university
 - faculty pointed out that online certification is an accepted means of professional development in industry, as well as one of the major components of the MECET program

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4/16/2020

Mail - David Miller - Outlook

- Concern in Criterion 8 - Institutional Support
 - evaluators felt that the university was not providing adequate monetary resources for faculty to stay qualified and competitive; this was a concern for all the programs that were evaluated, not just MECET
 - faculty pointed out that budgetary constraints within the state prohibit spending in some cases
- Faculty responded to the findings (*MECET Criterion 4 Weakness 30-Day Due Process Response.pdf*) and are waiting to hear the response from ABET (probably summer, may be delayed due to shutdown)
- Regardless of outcome of the fully ABET review, Tim Thomas feels that the worst that will happen is that faculty will be required to provide a 2-year letter demonstrating that the processes put into place have corrected the issue.
- Now that the review is complete, the program has to move to using the new new Objectives 1-5 (instead of a-k).
 - Faculty have reviewed the program, and created the map shown in *ABET Criterion Map (Rev2019).pdf*
 - Faculty feel that this allows the same assessment of student work, while simplifying the process of collection and reporting of data
 - **ACTION:** Please review and vote to approve or reject the new program objectives
- Faculty have also continued to review and revise the program; however, due to current circumstances, these discussions will likely be delayed until Fall 2020

Approved New program

- Based on feedback from previous IAB meetings, and changes within the department, the program was revised and these revisions were approved by Faculty Senate (*2019 MECET Curriculum Revision.pdf*)
- Changes are listed below and will be implemented starting in the Fall of 2020:
 - MATH 122 - Plane Trigonometry added
 - BIOL 113 - Environmental Life Science removed
 - ETECH 296 - Mat'ls In Industry & BIOL 111/112 - General Biology and Lab moved to emphasis courses
 - The EET program changed course numbers and added an "Automation" sequence; these courses were added to what was formerly the Electromechanical Emphasis. The emphasis is now called Automation Emphasis, and these courses can also be taken as a minor by students not in the Automation emphasis (e.g. the Design emphasis students can take the Automation Minor as part of their required technical electives)

Approved Certificate

- The Mechanical CAD certificate was approved (*MECET Certificate Course List.pdf*) by Faculty Senate
- It is hoped that this will help bring more students onto campus who would not otherwise be interested in a 4-year degree
- Once students complete the courses, the certificate is added to their transcript by the Department Chair
- The certificate is not officially on the books until Fall of 2020, but students are being advised of its existence now
- **ACTION:** Are there additional certificates that would be of value? Certificates can be "stacked" on the way to an undergraduate degree, so if more options are offered, students might be convinced to stay on campus. Below are some suggestions, but we would like your feedback:

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4/16/2020

Mail - David Miller - Outlook

- o Engineering Mechanics cert: Statics, Mechanics of Materials (no lab), Mechanical Design I and one of either Dynamics, Mechanical Design II, or Kinematics
- o Mechanical Automation cert: Fluids w/ lab, EET 343 - Automation I, EET 443 - Automation II, and one of MECET 314 - VB Applications, CIS 230 - Intro to Programming, EET 247 - Computer Prog For Electron Sys

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Stay safe, and I'll speak with you soon.

--DM

Pittsburg State University

Request for New Course

(Undergraduate Course Numbers through Course Number 699)

Department: HHPR College: EducationSubmission Date: 8/27/2020Contact Person: Laura C Miller 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 specific to the Therapeutic Recreation program. Information covered within this course is specific to the therapeutic recreation practice.**Proposed Course:**Course Number: REC 473Title of Course: Diagnostic Groups within Therapeutic RecreationCredit Hours: 3Date first offered: Fall 2021 Fall Spring Summer
(Semester/Year) (check all that apply)Prerequisite: REC 240 or special permission of instructorCourse Description (as it will appear in the next catalog): This course will explore specific diagnostic groups as they relate to Therapeutic Recreation practices. Focus will be on symptomology, TR practice settings, assessment processes, and therapeutic interventions for diagnostic groups.Purpose/Justification for Proposed Course: The National Council on Therapeutic Recreation Certification now requires a total of six specific TR courses for students in TR to complete in order to be able to sit for the national certification exam. Currently, the PSU program only offers five. In order for the class to be recognized as part of the TR curriculum, Therapeutic Recreation must be in the name.Objectives/Student Learning Outcomes (as it will appear in the syllabus)Students will explain physical, social, emotional, and cognitive characteristics associated with diagnostic groups discussed in the semester.Students will design therapeutic activities based on associated characteristics of given diagnostic group.Students will implement therapeutic activities based on associated characteristics of given diagnostic group.Students will outline best practices for TR assessments specific to designated diagnostic groups.Assessment Strategies (e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus))Project Rubrics & Exams**If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.**

Pittsburg State University

Additional Questions

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

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 PittState Pathway? Yes No

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

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

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

5. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
n/a

Pittsburg State University

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

- Approved: Department Chairperson
Date 8/27/20 Signature, Department Chairperson [Signature]
- Approved: College Curriculum Committee
Date 10/6/20 Signature, College Curriculum Committee Chair [Signature]
- Approved: Dean of College
Date 10/6/20 Signature, Dean [Signature]
- Approved: PittState Pathway Committee (if applicable)
Date _____ Signature, PittState Pathway Committee Chair _____
- Approved: Council for Teacher Education (if applicable)
Date _____ Signature, Council for Teacher Education Chair _____
- Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11-10-20 Signature, Undergraduate Curriculum Committee Chair [Signature]
- Approved: Faculty Senate
Date _____ Signature, Recording Secretary, Faculty Senate _____

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**DEPARTMENT OF HEALTH, HUMAN PERFORMANCE, AND RECREATION
SCHOOL OF EDUCATION
PITTSBURG STATE UNIVERSITY
Fall**

**Course Number: REC 473
Credit Hours: 3
Office Phone: 235-4670
Office Hours:**

**Title: Diagnostic Groups within Therapeutic Recreation
Course Time:**

**Instructor: Dr. Laura Covert Miller, CTRS
Office: HHPR Student Rec. Center Rm. 102A**

I. COURSE DESCRIPTION

This course will explore specific diagnostic groups as they relate to Therapeutic Recreation practices. Focus will be on symptomology, TR practice settings, assessment processes, and therapeutic interventions for specific diagnostic groups.

II. COURSE OBJECTIVES

Upon completion of this course, each student should:

- A. Describe physical, social, emotional, and cognitive characteristics associated with diagnostic groups.
- B. Design therapeutic activities based on associated characteristics of given diagnostic group.
- C. Implement therapeutic activities based on associated characteristics of given diagnostic group.
- D. Outline best practices for TR assessments specific to designated diagnostic groups.

III. INSTRUCTIONAL RESOURCES

Text Books: Porter, H. (2015) Recreational therapy for specific diagnoses and conditions. Enumclaw, WA: Idyll Arbor

Stumbo, N., & Wardlaw, B. (2011). Facilitation of therapeutic recreation services. an evidence-based and best practices approach to techniques and processes. Urbana, IL: Venture Publishing

Dattilo & McKenney, (2016). Facilitation techniques in therapeutic recreation, 3rd ed., Venture Publishing. ISBN-13: 978-1-939476-09-8

Notes, Video Presentations, and Handouts

IV. COURSE DELIVERY & TEACHING STRATEGIES

This course will be delivered face to face with interactive discussions, community engagement, and project planning. The teaching strategies below will be used throughout the course:

Lectures	Guest Speakers/Videos/Film	Student Presentations
Discussion	Role Playing	Demonstrations

V. EVALUATION

- A. **Tests:** There will be a mid-term exam and a comprehensive final. Tests will be completed on Canvas and timed. Exams will all be multiple choice and reflective of the Certified Therapeutic Recreation Specialist exam. If a student requires accommodations, the professor will provide the accommodations needed based on the student's needs.
- B. **Community Programming:** Students will prepare and lead TR interventions for Pittsburg community members. The project will last six - eight weeks, meeting in the gym and/or the classroom lab. Students will be assigned to groups. Students who are not present for planning and presenting days will have points deducted from the final grade. **NO MAKE UPS FOR MISSED DAYS.** A reflection at the end of the project is to be written discussing benefits, the importance of the interventions, struggles, what was learned from this experience, etc. Details and dates will be discussed in class. 50 points possible. (7.02.01)
- C. The student will research and prepare two (2) selected facilitation techniques and create a Lesson Plan. One intervention must be for a person with a physical disability. The second must be a lesson plan form someone with a mental

illness. A lesson plan example will be provided. The lesson plan for each must consist of: two goals, one objective for each goal, six questions to be asked while leading the group, and a task and activity analysis. Worth up to 30 points each. There are two due dates in the semester. (7.02.01)

- G. Diagnostic Resource Book:** Students will be responsible for creating a resource book of the diagnostic groups discussed during the semester. The following are requirements for the resource book: Each diagnostic group discussed in class (as shown on power points), symptoms & comorbidities associated with the diagnostic group (can list out, not required to describe each), assessment(s) that can be used with the diagnostic group, and discussed interventions that can be used with diagnostic group. Assignment is due Monday of dead week. Point total - 30 points.
- G. Attendance:** Attendance is a must. Attendance points are given every class meeting. You miss handouts, assignments, etc., it is your responsibility to get those after class. A doctor's note is required for excused absences.

ANY ASSIGNMENTS HANDED IN LATE WILL RECEIVE 1 POINT OFF PER DAY UNTIL RECEIVED.

Grades will be earned as follows:

A= 90-100% B= 89-80% C= 79-70% D=69-60% F= Below 59%

Do not ask about bumping grades. If your grade is borderline, Dr. Covert Miller will look at attendance and class participation and make a decision based upon those areas.

Syllabus supplement and academic dishonesty policy can be found at:

Concealed to Carry Policy:

In this class, students will be asked on a regular basis to participate in activities, such as engaging in group work, role-playing scenarios, or working with various populations on and off campus. When working with special populations on campus, remember YOU ARE RESPONSIBLE FOR KEEPING THE WEAPON CONCEALED AND IN YOUR CONTROL AT ALL TIMES. When going off campus, you MUST BE AWARE OF THE ORGANIZATION'S CONCEAL TO CARRY POLICY. MOST ORGANIZATIONS WE WORK WITH OFF CAMPUS WILL NOT ALLOW WEAPONS IN THEIR BUILDING. Students are encouraged to read the online weapons policy (<http://pittstate.edu/dotAsset/ca5f2c95-67c7-426d-8da9-b42f5d00a936.pdf>) to ensure they understand the requirements related to concealed carry.

TENTATIVE OUTLINE: DUE DATES AND TOPICS ARE SUBJECT TO CHANGE

Week	TOPIC	OTHER ITEMS DUE
8/20	Intro of course/syllabus/LAM/APIED	
8/27	Review of TR Models	
9/3	Autism Spectrum Disorder	
9/10	Borderline Personality Disorder, Schizophrenia,	
9/17	Generalized Anxiety, Major Depressive Disorder	
9/24	Oppositional Defiance Disorder, PTSD, Substance Related Disorders	
10/1	Cerebral Palsy, Traumatic Brain Injury	
10/8	Guillain-Barre' Syndrome, Multiple Sclerosis	
10/15	Parkinson's Disease, Neurocognitive Disorders	
10/22	Dementia	
10/29	Amputations, Spinal Cord Injury, Spina Bifida	
11/5	Arthritis, Osteoporosis	
11/12	Visual Impairments	
11/19	Heart Disease, COPD	
11/26	Stroke	
12/3	Test Review	
12/10	Finals Week	Final will be Tuesday at 11 am