

CAS Faculty Meeting
3:30 p.m., March 7, 2019 Bradbury Thompson Alumni Center

1. Dean's welcome and remarks
2. *Approve minutes from September 6, 2018
3. New Business
 - A. Program Changes
 - a. *Bachelor of Science Forensic Chemistry
 - b. *Associate of Science Degree in Engineering-Physics
 - c. *Bachelor of Music, Music Education, Vocal Emphasis
 - d. *Bachelor of Music, Music Education, Instrumental Emphasis
 - e. *Bachelor of Arts in Philosophy
 - f. *Minor in Anthropology
 - g. *Minor in Sociology
 - h. *Bachelor of Music in Performance: Voice Emphasis
 - i. *Bachelor of Music in Performance: Brass, Strings, Percussion or Woodwind Emphasis
 - j. *Bachelor of Music in Performance: Piano Emphasis
 - k. *Bachelor of Music in Performance: Guitar Emphasis
 - l. *Bachelor of Music in Performance: Organ Emphasis
 - m. *Bachelor of Arts in Music
 - B. New Programs
 - a. *Forensic Chemistry minor
 - b. *B.Ed. Biology Secondary Education
 - c. *B.Ed. Mathematics Secondary Education
 - d. *B.Ed. Elementary Education
 - e. *Game Design Minor
 - f. *Bachelor of Science in Forensic Biology
 - g. *Bachelor of Musical Arts
 - C. Faculty Handbook Change
 - a. *Updates to Faculty Handbook Section on CFC (Section 8.1)
4. Informational Items/Updates
 - A. Mathematics & Statistics – Kevin Charlwood
 - B. Announcements
5. Adjournment
*See attachment

Upcoming Dates:

CAS sponsors After Hours 4-6 p.m. Friday, March 8, BTAC Convocation Hall
Spring Break: March 11-14
Quest for Accreditation quiz bowl March 19 & 20
HLC on-site March 25 & 26
CAS Spring Potluck: 11 a.m. to 1:30 p.m. Friday, March 29, Morgan 209
Apeiron Friday, April 19
General Faculty Meeting, 3:30 p.m. May 1
Spring Commencement Saturday, May 11

CAS Faculty Meeting
Washburn University
September 6, 2018
BTC

1. Dean Laura Stephenson called the meeting to order at 3:30.
2. Dean Stephenson shared remarks.
3. Minutes from April 18, 2018 were approved.
4. New Business
 - A. New CAS faculty were introduced and welcomed to Washburn.
 - B. Program Changes
 - a. Bachelor of Arts in Computer Information Science with Emphasis in Digital Forensics-Approved
 - b. Bachelor of Science in Computer Information Science-Approved
 - c. Bachelor of Science in Computational Physics-Approved
5. Informational Items/Updates
 - A. Faculty Success Groups
6. Adjournment

Respectfully Submitted,

Bruce Mactavish

Program Changes

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Shaun Schmidt</u>	<u>Approve</u>	<u>2018-10-16</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2018-10-19</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-10-22</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2019-01-17</u>
Accepted by CFC	<u>Michaela Saunders</u>	<u>Approve</u>	<u>2019-02-15</u>
CAS Faculty	_____	_____	_____

Approved By: Faculty Senate _____ University Faculty _____ WU Board of Regents _____

Program: Bachelor of Science in Forensic Chemistry (CIP:)

1. Reason for this program change?

Since its inception in 2003 the Bachelor of Science in Forensic Chemical Science degree continues to be a strong draw for the Washburn University Chemistry Department. There are approximately 40 declared majors currently in the program. Graduates of the program are currently employed across most of the areas of forensic science including chemistry, forensic odontology, DNA analysis, trace, firearms and tool-marks. After fifteen years, we feel confident that we have the required Director of Forensic Chemistry, faculty, infrastructure and curriculum in place to apply for Forensic Science Education Program Accreditation Commission (FEPAC) accreditation in as soon as 3 years. It would be reasonable to expect a significant increase in declared majors upon accreditation.

There are two components to the proposed changes. The first is renaming the major from "Forensic Chemical Science" to "Forensic Chemistry" which is simpler and more in line with other FEPAC accredited programs.

The second component is an evolution of the curricular degree requirements based upon the stated FEPAC requirements (<http://www.fepac-edu.org/>). Graduates with this degree will continue to be qualified to work at the DEA, FBI or state forensic lab in any of the following areas: Chemistry section, Biology section, DNA data bank section, Trace section, Toxicology section, Latent prints section, Firearms/toolmarks section.

2. Complete revised description.

BS in Forensic Chemistry - At least 39 hours in the department are required, including the following courses and their prerequisites: Chemistry 202, 303, 321, 343, 346, 351, 391, and 393 or 390 (3 cr). Cognate course requirements in biology are BI 102, 103, 301, 333, 353, and 420. Other cognate course requirements are MA 140, 151; CN 150 CJ 415 and 416; and PS 261, 262

or PS 281, 282.

3. Describe the nature of the proposed change.

- 1) Renaming the major from "Forensic Chemical Science" to "Forensic Chemistry".
- 2) Without taking away the core courses in the degree program, the excess non-FEPAC required courses were removed. These courses include CH 103 Intro to Forensic Chemistry, CJ 410 Criminal Procedures and Evidence, BI 255 Human Physiology, and AN 316 Forensic Anthropology.
- 3) Courses were added to meet the minimum number of Natural science core courses, Forensic Science courses, and specialized courses that are related to the major and required by the FEPAC standards listed. The following courses were added: CJ 115 Intro to Forensic Science (standard 4.1.1c), BI 103 General Organismal Biology (standard 4.1.1a), CH 355 Medicinal Chemistry (standard 4.1.1b), CJ 416 Forensic Science in Criminal Justice lab (standard 4.1.1c), CN 150 Public Speaking (standard 4.1.1), and Physical Chemistry/Inorganic/Biochemistry II CH 381 352 or 386 with associated Physical Chemistry/Inorganic/Biochemistry II lab CH 385, 353 or 345 (standard 4.1.1b). PH 102 Ethics: Introduction to Moral Problems and/or PH 214 Medical Ethics was also added to the program (standard 4.1.1).
- 4) For the same reason as above, the following courses had replacements: BI 354 Molecular Biology Laboratory was replaced with BI 420 Forensic Molecular Biology (standards 4.1.1c), CH 203 Forensic Chemistry Laboratory was replaced with CH 323 Advanced Forensic Chemistry (standard 4.1.1)
- 5) The language was changed to include EITHER research CH 390 OR an internship CH 393, not both, to allow for other FEPAC required courses to be added to the program.
- 6) For each FEPAC standard, each course can only count towards one standard, which sets the degree, along with university requirements, above the 120 hour maximum (the old degree with all university requirements was at 130 hours counting MA 116 and MA 117). Without counting the MA 116 and 117, the degree may be finished in 125 hours.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes

5. Does this change affect any other departments? Yes

In order to meet FEPAC standards, the following correlated courses were added: BI 103 General Organismal Biology (standard 4.1.1a), CJ 115 Intro to Forensic Science (standard 4.1.1c), CJ 416 Forensic Science in Criminal Justice lab (standard 4.1.1c) and CN 150 Public Speaking (standard 4.1.1).

The following courses had replacements: BI 354 Molecular Biology Laboratory was replaced with BI 420 Forensic Molecular Biology (standard 4.1.1c).

The following courses were removed: CH 103 Intro to Forensic Chemistry, CJ 410 Criminal Procedures and Evidence, BI 255 Human Physiology, AN 316 Forensic Anthropology.

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Karen Camarda</u>	<u>Approve</u>	<u>2018-11-12</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2018-11-28</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-11-30</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2019-01-24</u>
Accepted by CFC	<u>Michaela Saunders</u>	<u>Approve</u>	<u>2019-02-15</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Associate of Science Degree in Engineering-Physics (CIP:)

1. Reason for this program change?

The Associate of Science in Engineering Physics (ASEP) was originally created to provide a Washburn major for students involved with the 2-year engineering transfer program. Prior to the creation of this degree, students would spend two years at Washburn and then transfer to an engineering institution to complete their engineering degree. This transfer occurred without any degree from Washburn signifying completion of their effort at Washburn.

While the current ASEP degree provides an avenue to recognize engineering students for their work at Washburn, it is proving to be too narrowly defined. Many engineering students are completing more diverse engineering programs, and this change will expand the elective course options available to the engineering student pursuing the ASEP degree, giving them more flexibility in selecting elective courses to better align with their Bachelor of Science engineering degree.

Once this change is in place, it is reasonable to expect an increase in the number of students transferring to their engineering institution with the ASEP degree.

2. Complete revised description.

Under "THE MAJOR"

To major in Engineering Physics with an Associate of Science Degree, one must satisfactorily complete Engineering 250 and 351, and Physics 281 and 282. The required correlated courses in Mathematics and Statistics are 151, 152, and 253. An additional correlated course is either

Chemistry 151 or Biology 102. An additional 12 credit hours must be taken from any of the following elective courses: Biology 102, Chemistry 151, 152, Engineering 116, 360, Mathematics 301, 331, and any upper-division Physics courses.

3. Describe the nature of the proposed change.

This change gives engineering students more flexibility in selecting elective courses to better align their Associate of Science degree with their anticipated Bachelor of Science engineering degree.

The following courses are currently required for the ASEP degree: PS 281 and 282; EG 250 and EG 351; MA 151, 152, 253, 241 (now 331), and 301; CH 151, and CN 150. Additionally, students must take two of the following four courses: PS 320, PS 334, EG 116, and EG 360.

We propose to make the degree requirements more flexible by
• replacing the CH 151 requirement with CH 151 or BI 102,
• making the upper-division math courses (MA 301 and 331) optional electives,
• and not constraining which upper-division physics courses can be taken as electives.

We are dropping the CN 150 requirement for the degree; however, students will be advised to take this course to partially fulfill their general education requirements.

We are also dropping the explicit mention of WU 101, and the hyphen between "Engineering" and "Physics" in the degree name, because neither of these items is needed.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes.

5. Does this change affect any other departments? No

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Craig Treinen</u>	<u>Approve</u>	<u>2018-05-22</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2018-05-26</u>
Dept. of Educ.	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2018-09-24</u>
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-10-25</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2019-01-17</u>
Accepted by CFC	<u>Michaela Saunders</u>	<u>Approve</u>	<u>2019-02-15</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Music in Music Education - Vocal Emphasis (CIP:)

1. Reason for this program change?

The University Program Review Committee requested information regarding the Music Education program in response to our 2016-2017 program review report. The committee asked for an examination of other university music programs in near-by institutions, comparing their total hours and percentages of professional education hours, music content hours, and general education hours. The proposed program is based on a thorough analysis of current practice in comparisons to competitive programs, and adherence to NASM and CAEP accreditation standards. With the proposed BME program, the music department shows it has made every effort to meet the 120-hour mandate, which is currently being met by our competitors throughout the state. Data analysis also revealed needed changes to all music programs, especially in relation to our coming accreditation visit by the National Association of Schools of Music (NASM) during the 2021-2022 academic year.

2. Complete revised description.

Bachelor of Music in Music Education - Vocal Emphasis (128 Hours)
COURSE DESCRIPTION

GENERAL EDUCATION (39 Hours)
Required Courses
WU 101 The Washburn Experience (3)
EN 101 Freshman Composition (3)
EN 300 Advanced Composition (3)
MA 112 Essential Mathematics (or above) (3)

Social Sciences (Courses must be taken in at least two disciplines)

HI 105 Introduction to World Music and its History (required of all Music majors) (3)

PY 317 Music and the Brain (3) (Recommended - See Prerequisites)

Elective (3)

Select "Gen Ed" approved courses from Political Science, Geography, History, Psychology, Economics, Sociology, Anthropology, Honors 202, and IS 170.

Natural Sciences and Mathematics (Courses must be taken in at least two disciplines)

_____ Elective (3)

_____ Elective (3)

_____ Elective (3)

Elective courses may be selected in Biology, Chemistry, Physics, Astronomy, Geology, Mathematics (excluding the required MA 112 or above), Honors 203, or IS 170.

Arts and Humanities (Courses must be taken in at least two disciplines)

Elective in Fine Arts (Art or Theatre) (3)

CN 150 Public Speaking (3)

_____ Elective (3)

Electives may be selected from English, Honors 201, Philosophy, Religion, Art, Mass Media, Modern Language, Communication, Theatre, or Interdisciplinary Studies

MUSIC CONTENT, SKILLS, & PEDAGOGY - 60 Hours

Theory (18 hours)

MU 123 Integrating Technology in Music (1)

MU 215 Theory and Aural Comprehension I (4)

MU 314 Theory and Aural Comprehension II (4)

MU 315 Theory and Aural Comprehension III (4)

MU 316 Theory IV (3)

MU 317 Orchestration (2)

Music History and Literature (8 Hours)

MU 325 Music History I (3)

MU 326 Music History II (3)

MU 327 Music History III (2)

Music Lessons (14 Hours)

Applied Lessons in Concentration Area (MU 070 required each semester) (12)

Piano (2). Students must take at least 2 hours of group piano or piano lessons and pass the Piano Proficiency Exam prior to the 4th Semester Jury. For most, the following are required:

MU 133 Group Piano I (1)

MU 134 Group Piano II (1) *Students must enroll in Group Piano until the Piano Proficiency Exam is Passed.

Large Ensembles (6 Hours)

Students must enroll in 2 large ensembles each semester.

Instrumentalists: must include at least one credit of large choral ensemble

Vocalists/Non-Marching Instrumentalists: must include at least one credit of marching band

Small Ensembles (1 Hour)

MU 250/450 Music for The Stage (1)

Conducting (5 Hours)

MU 237 Choral Clinic (1)

MU 238 Instrumental Clinic (1)
MU 240 Beginning Conducting (1)
MU 441 Advanced Choral Conducting (1)
MU 442 Advanced Instrumental Conducting (1)

Techniques (8 Hours)

MU 208 Guitar Techniques (Required; choose 3 out of remaining 4 technique courses) (1)
MU 209 Single Reed/Flute/Double Reed Techniques (1)
MU 210 Brass Techniques (1)
MU 211 String Techniques (1)
MU 212 Percussion Techniques (1)
MU 220 Vocal Diction for Singers (2) (Enroll in Section A: Vocalists)
MU 320 Vocal Pedagogy and Literature (2)

Music Education and Education (29 Hours)

MU 150 Educational Participation in the Community (1)
MU 313 Foundations of Music Education (2)
MU 417 Elem/Sec. Music Education Vocal Methods (3)
MU 418 Elem/Sec. Music Ed. Instrumental Methods (3)
MU 420 Jazz Band Pedagogy (1)
MU 421 Marching Band Pedagogy (1)
ED 285 Educational Psychology (3)
ED 302B Teaching Exceptional Learners (3)
ED 440 P-12 Student Teaching (12)

DEGREE REQUIREMENTS

Piano Proficiency Exam (PPE)
Rhythmic Perception Exam (RPE)
48 Recital Credits
4th Semester Performance Proficiency Exam
Pass Senior Recital Jury and present Senior Recital

3. Describe the nature of the proposed change.

Changes that apply to both BME emphases:

1. MU 208 (1) Guitar Techniques: The guitar is a primary instrument for teaching elementary general music. It is also appropriate for students who may pursue a degree in Music Therapy.
2. MU 150 (1) Introduction to Music Education: Replaces ED 150. Music education students have been taking a BME only section of ED 150 for the past three years. It has been taught in the Music Department by music faculty. This course change has been submitted.
3. MU 122 (1) Rhythmic Perception: Students will not be required to take this course; however, they must pass the Rhythmic Perception Exam. If they do not, they will be required to take MU 122, or, if additional assistance is needed, rhythmic reading lessons to assist with meeting this proficiency.
4. MU 123 (1) Computers and Music: Title change to: Integrating Technology in Music. This change more clearly reflects the content of the course. This course change has been submitted.
5. MU 133/134/213/214 (each 1) Group Piano Courses: Students will not be required to take this

exact sequence of courses but must take at least two hours of piano instruction. They must pass the Piano Proficiency Exam. If they do not, they will be required to take group piano courses or piano lessons to assist with meeting this proficiency.

6. MU 327 (2) Music History III: Data analysis and research on the pedagogy of learning indicates that all music majors would benefit if the music history curriculum were expanded to three courses. This will allow the content to be delivered in a less compressed manner, thus enabling the student to better absorb the material and build strong skills.

7. The skills, content, and competencies addressed by the following professional education courses will be met via the music education and professional education courses included in the proposed program: ED 225 (3), ED 300 (3), ED 402B (2), ED 405B (1), and RD 484 (3). Therefore, these courses will not be required.

Change for BME - Vocalists Only:

1. MU 220 (2) Vocal Diction for Singers: Reduced from 2 to 3 credits to better reflect the requirements of the course.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes.

5. Does this change affect any other departments? Yes

We have submitted our proposed program to the Department of Education at Washburn and will coordinate with them to assure that course requirements, activities, and assessments will clearly indicate we are compliant with KSDE and CAEP standards and requirements.

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

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Dept. of Educ. <small>(If relates to teacher certification program.)</small>	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2018-09-24</u>
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-10-25</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2019-01-17</u>
Accepted by CFC	<u>Michaela Saunders</u>	<u>Approve</u>	<u>2019-02-15</u>
CAS Faculty	_____	_____	_____

Approved By: Faculty Senate _____ University Faculty _____ WU Board of Regents _____

Program: Bachelor of Music in Music Education - Instrumental Emphasis (CIP:)

1. Reason for this program change?

The University Program Review Committee requested information regarding the Music Education program in response to our 2016-2017 program review report. The committee asked for an examination of other university music programs in near-by institutions, comparing their total hours and percentages of professional education hours, music content hours, and general education hours. The proposed program is based on a thorough analysis of current practice in comparisons to competitive programs, and adherence to NASM and CAEP accreditation standards. With the proposed BME program, the music department shows it has made every effort to meet the 120-hour mandate, which is currently being met by our competitors throughout the state. Data analysis also revealed needed changes to all music programs, especially in relation to our coming accreditation visit by the National Association of Schools of Music (NASM) during the 2021-2022 academic year.

2. Complete revised description.

Bachelor of Music in Music Education - Instrumental Emphasis (128 Hours)
COURSE DESCRIPTION

GENERAL EDUCATION (39 Hours)

Required Courses

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EN 101 Freshman Composition (3)

EN 300 Advanced Composition (3)

MA 112 Essential Mathematics (or above) (3)

Social Sciences (Courses must be taken in at least two disciplines)

HI 105 Introduction to World Music and its History (required of all Music majors) (3)

PY 317 Music and the Brain (3) (Recommended - See Prerequisites)

Elective (3)

Select "Gen Ed" approved courses from Political Science, Geography, History, Psychology, Economics, Sociology, Anthropology, Honors 202, and IS 170.

Natural Sciences and Mathematics (Courses must be taken in at least two disciplines)

_____ Elective (3)

_____ Elective (3)

_____ Elective (3)

Elective courses may be selected in Biology, Chemistry, Physics, Astronomy, Geology, Mathematics (excluding the required MA 112 or above), Honors 203, or IS 170.

Arts and Humanities (Courses must be taken in at least two disciplines)

Elective in Fine Arts (Art or Theatre) (3)

CN 150 Public Speaking (3)

_____ Elective (3)

Electives may be selected from English, Honors 201, Philosophy, Religion, Art, Mass Media, Modern Language, Communication, Theatre, or Interdisciplinary Studies

MUSIC CONTENT, SKILLS, & PEDAGOGY - 60 Hours

Theory (18 hours)

MU 123 Integrating Technology in Music (1)

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MU 314 Theory and Aural Comprehension II (4)

MU 315 Theory and Aural Comprehension III (4)

MU 316 Theory IV (3)

MU 317 Orchestration (2)

Music History and Literature (8 Hours)

MU 325 Music History I (3)

MU 326 Music History II (3)

MU 327 Music History III (2)

Music Lessons (14 Hours)

Applied Lessons in Concentration Area (MU 070 required each semester) (12)

Piano (2). Students must take at least 2 hours of group piano or piano lessons and pass the Piano Proficiency Exam prior to the 4th Semester Jury. For most, the following are required:

MU 133 Group Piano I (1)

MU 134 Group Piano II (1) *Students must enroll in Group Piano until the Piano Proficiency Exam is passed.

Large Ensembles (6 Hours)

Students must enroll in 2 large ensembles each semester.

Instrumentalists: must include at least one credit of large choral ensemble

Vocalists/Non-Marching Instrumentalists: must include at least one credit of marching band

Small Ensembles (1 Hour)

MU 254/454 Small Ensemble (1)

Conducting (5 Hours)

MU 237 Choral Clinic (1)

MU 238 Instrumental Clinic (1)
MU 240 Beginning Conducting (1)
MU 441 Advanced Choral Conducting (1)
MU 442 Advanced Instrumental Conducting (1)

Techniques (8 Hours)

MU 207 Vocal Techniques (1)
MU 208 Guitar Techniques (1)
MU 209 Single Reed/Flute/Double Reed Techniques (1)
MU 210 Brass Techniques (1)
MU 211 String Techniques (1)
MU 212 Percussion Techniques (1)
MU 220 Vocal Diction for Singers (2) (Enroll in Section B - Instrumentalists)

Music Education and Education (29 Hours)

MU 150 Educational Participation in the Community (1)
MU 313 Foundations of Music Education (2)
MU 417 Elem/Sec. Music Education Vocal Methods (3)
MU 418 Elem/Sec. Music Ed. Instrumental Methods (3)
MU 420 Jazz Band Pedagogy (1)
MU 421 Marching Band Pedagogy (1)
ED 285 Educational Psychology (3)
ED 302B Teaching Exceptional Learners (3)
ED 440 P-12 Student Teaching (12)

DEGREE REQUIREMENTS

Piano Proficiency Exam (PPE)
Rhythmic Perception Exam (RPE)
48 Recital Credits
4th Semester Performance Proficiency Exam
Pass Senior Recital Jury and present Senior Recital

3. Describe the nature of the proposed change.

Changes that apply to both BME emphases:

1. MU 208 (1) Guitar Techniques: The guitar is a primary instrument for teaching elementary general music. It is also appropriate for students who may pursue a degree in Music Therapy.
2. MU 150 (1) Introduction to Music Education: Replaces ED 150. Music education students have been taking a BME only section of ED 150 for the past three years. It has been taught in the Music Department by music faculty. This course change has been submitted.
3. MU 122 (1) Rhythmic Perception: Students will not be required to take this course; however, they must pass the Rhythmic Perception Exam. If they do not, they will be required to take MU 122, or, if additional assistance is needed, rhythmic reading lessons to assist with meeting this proficiency.
4. MU 123 (1) Computers and Music: Title change to: Integrating Technology in Music. This change more clearly reflects the content of the course. This course change has been submitted.
5. MU 133/134/213/214 (each 1) Group Piano Courses: Students will not be required to take this

exact sequence of courses but must take at least two hours of piano instruction. They must pass the Piano Proficiency Exam. If they do not, they will be required to take group piano courses or piano lessons to assist with meeting this proficiency.

6. MU 327 (2) Music History III: Data analysis and research on the pedagogy of learning indicates that all music majors would benefit if the music history curriculum were expanded to three courses. This will allow the content to be delivered in a less compressed manner, thus enabling the student to better absorb the material and build strong skills.

7. The skills, content, and competencies addressed by the following professional education courses will be met via the music education and professional education courses included in the proposed program: ED 225 (3), ED 300 (3), ED 402B (2), ED 405B (1), and RD 484 (3). Therefore, these courses will not be required.

Changes that only apply to BME - Instrumentalists:

1. Choral Ensemble (1): Students will be required to participate in at least one choral ensemble. This requirement will provide additional preparation for choral music teaching.

2. MU 207 (1) Vocal Techniques: Students will receive specific information regarding teaching good singing to students in a choral setting. Vocalists already take a vocal pedagogy course; however, this course will focus on the needs of instrumentalists who typically have less experience in this area of music performance.

3. MU 220B (2) Vocal Diction for Singers: This section of the course will focus on the needs of Instrumentalists who typically do not have much experience with teaching diction in a choral setting.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes.

5. Does this change affect any other departments? Yes

We have submitted our proposed program to the Department of Education at Washburn and will coordinate with them to assure that course requirements, activities, and assessments will clearly indicate we are compliant with KSDE and CAEP standards and requirements.

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Ian Smith</u>	<u>Approve</u>	<u>2018-09-24</u>
Division	<u>Jim Schnoebelen</u>	<u>Approve</u>	<u>2018-10-04</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-10-04</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-10-31</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-11-06</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Arts in Philosophy (CIP:)

1. Reason for this program change?

Based upon some new courses being added to the catalog, and the credit hours being increased for one of the required courses for the major (see the details below), we needed to update the program description.

2. Complete revised description.

The Philosophy major consists of 33 hours of Philosophy, distributed as follows:
 Required: PH 201, 202, 220, 303, 398, 399 (18 hours) AND at least two of the following (Value Theory): PH 200*, 211, 214, 300*, 311, 312, 313, 340, 386* (6 hours) AND at least two of the following (Metaphysics and Epistemology): PH 200*, 203, 205, 207, 300*, 302, 320, 325, 327, 330, 335, 386* (6 hours)

Three hours of elective credit is also required as part of the 33 hour requirement. A 100-level course may count toward this elective credit, but only with the permission of the Chair. At least 15 hours of the 33 (in addition to PH 398/99) must be at the 300-level. Philosophy majors desiring to earn departmental honors must successfully complete the college requirements for departmental honors.

*If course material is appropriate (Chair's discretion)

3. Describe the nature of the proposed change.

The nature of these minor changes is to reflect, one, that there are two new courses in PH in the catalog, PH 203 and PH 313. PH 203: Introduction to Buddhist Philosophy most suitably fits as a

course that can count toward the Metaphysics and Epistemology requirement whereas PH 313: Professional Ethics most suitably fits as a course that can count toward the Value Theory requirement. Two, PH 398 will become a 3 credit hour course (pending approval) which will raise the total number of PH hours to 33 from 31. This is consistent with the other program in our department, Religious Studies, in which RG 398 is now a 3 credit course and in which the RG major is now a 33 hour major. Three, the program description language needed to make the elective requirement explicit versus implicit for advising and communicating purposes.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes

5. Does this change affect any other departments? No

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Mary Sundal</u>	<u>Approve</u>	<u>2018-02-19</u>
Division	<u>RaLynn Schmalzried</u>	<u>Approve</u>	<u>2018-04-23</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-04-24</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-11-06</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

1. Title of Program.

Minor in Anthropology (CIP:)

2. Rationale for offering this program.

We have revised the requirements for the Minor in Anthropology and are making two changes. First, students will have the option of taking one of three lower division courses (AN 112, AN 114, or AN 116) rather than requiring all minors to complete AN 112. Second, we are requiring that at least six credit hours of upper-division courses be completed at Washburn.

We added the requirement to include 6 hours of Washburn upper division courses to ensure that students with an Anthropology minor from Washburn University are actually taking Washburn Anthropology courses. Otherwise, a student could hypothetically take their 15 credits of Anthropology courses elsewhere, transfer to Washburn, and then receive a Washburn Anthropology minor. We changed the language to clarify for our students that they need to take some, but not all, of their minor courses at our institution and with our faculty.

3. Exact proposed catalog description.

Existing Language:

To minor in Anthropology, students must complete a minimum of 15 hours of credit in Anthropology. These hours must include AN 112 and any other 4 courses in Anthropology, two of which must be upper-division courses. Students must earn a grade of C or better in each course applied to the minor. Sociology majors are permitted to minor in Anthropology.

New Language:

To minor in Anthropology, students must complete a minimum of 15 anthropology credit hours: AN 112, AN 114, or 116; six upper-division hours completed at Washburn University; and, six hours of anthropology electives. Students must earn a grade of C or better in each course in the minor. Sociology majors can minor in Anthropology.

4. List any financial implications.

None

5. Are any other departments affected by this new program? No

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Mary Sundal</u>	<u>Approve</u>	<u>2018-02-19</u>
Division	<u>RaLynn Schmalzried</u>	<u>Approve</u>	<u>2018-04-23</u>
Dept. of Educ.	<u>N/A</u>		
(If relates to teacher certification program.)			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-04-24</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-11-06</u>
CAS Faculty			

Approved By: Faculty Senate _____ University Faculty _____ WU Board of Regents _____

1. Title of Program.

Minor in Sociology (CIP:)

2. Rationale for offering this program.

We added the requirement to include 6 hours of Washburn upper division courses to ensure that students with a Sociology minor from Washburn University are actually taking Washburn Sociology courses. Otherwise, a student could hypothetically take their 15 credits of Sociology courses elsewhere, transfer to Washburn, and then receive a Washburn Sociology minor. We changed the language to clarify for our students that they need to take some, but not all, of their minor courses at our institution and with our faculty.

3. Exact proposed catalog description.

Existing Language:

To minor in Sociology, students must complete a minimum of 15 hours of credit in Sociology. These hours must include SO 100 and any other 4 courses in Sociology, two of which must be upper-division courses. Students must earn a grade of C or better in each course applied to the minor. Anthropology majors are permitted to minor in Sociology.

New Language:

To minor in Sociology, students must complete a minimum of 15 sociology credit hours: SO 100; six upper-division hours completed at Washburn University; and, six hours of sociology electives. Students must earn a grade of C or better in each course in the minor. Anthropology majors can minor in Sociology.

4. List any financial implications.

None

5. Are any other departments affected by this new program? No

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Craig Treinen</u>	<u>Approve</u>	<u>2018-05-21</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2018-05-26</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-05-30</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-09-17</u>
CAS Faculty	_____	_____	_____

Approved By: Faculty Senate _____ University Faculty _____ WU Board of Regents _____

Program: Bachelor of Music in Performance: Brass, Strings, Percussion or Woodwind Emphasis (CIP:)

1. Reason for this program change?

In addition to credit hour reduction to 120 hours, the changes reflect a restructuring of the music core requirements in response to assessment data and our program review in 2017. Although relatively minor, these changes are also in anticipation of a review by our national accreditation entity, the National Association of Schools of Music (NASM) in fall 2021.

2. Complete revised description.

Bachelor of Music in Performance: Brass, Strings, Percussion or Woodwind Emphasis (120 Hours)

COURSE DESCRIPTION

GENERAL EDUCATION - 39 Hours

Required Courses - 12 Hours

- WU 101 The Washburn Experience (3)
- EN 101 Freshman Composition (3)
- EN 300 Advanced Composition (3)
- MA 112 Essential Mathematics (or above)(3)

Social Sciences - 9 Hours

- HI 105 Introduction to World Music and its History (required of all Music majors)(3)

- Elective (3)

- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Political Science, Geography, History, Psychology, Economics, Sociology, Anthropology, Honors 202, and IS 170.

Natural Sciences and Mathematics - 9 Hours

- Elective (3)

- Elective (3)

- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Biology, Chemistry, Physics, Astronomy, Geology, Mathematics (excluding the required MA 112 or above), Honors 203, or IS 170.

Arts and Humanities - 9 Hours

- Elective in Fine Arts (Art or Theatre) (3)

- Elective (3)

- Elective (3)

Courses must be taken in at least two disciplines. Select courses from English, Honors 201, Philosophy, Religion, Art, Mass Media, Modern Language, Communication, Theatre, or Interdisciplinary Studies.

MUSIC CONTENT, SKILLS, & PEDAGOGY - 76 Hours

Theory & Composition - 21 Hours

- MU 123 Integrating Technology in Music (1)

- MU 215 Theory and Aural Comprehension I (4)

- MU 314 Theory and Aural Comprehension II (4)

- MU 315 Theory and Aural Comprehension III (4)

- MU 316 Theory IV (3)

- MU 317 Orchestration (2)

- MU 320 Form and Analysis (2)

- MU 443 Composition (1)

Music History - 8 Hours

- MU 325 Music History I (3)

- MU 326 Music History II (3)

- MU 327 Music History III (2)

Applied Music Lessons - 29 Hours

- Private Lessons in Concentration Area (24) and MU 070 Performance Class (0)

Students normally enroll for 3 hours of private lessons each semester; MU 070 Performance Class is required each semester.

- Piano (2). Students must take at least 2 hours of group piano or piano lessons and pass the Piano Proficiency Exam prior to the 4th Semester Jury. For most, the following are required:

- MU 133 Group Piano I (1)

- MU 134 Group Piano II (1)

- Voice Lessons (1)

- Performance Minor Lessons (2)

Pedagogy - 1 Hour

- MU 2xx Instrumental Techniques (select the course for the primary instrument)

Large Ensembles - 8 Hours

- All Bachelor of Arts, Bachelor of Music, and Bachelor of Musical Arts candidates are required to participate in two large ensembles each semester of full-time enrollment. For large ensemble requirements particular to each instrument, please consult the Music Department Handbook www.washburn.edu/music-handbook

Small Ensembles - 4 Hours

- Chamber Ensemble (MU 254/454)

Specialized Courses - 2 Hours

- MU 400ST Senior Seminar (2)

Conducting - 3 Hours

- MU 238 Instrumental Clinic (1)

- MU 240 Beginning Conducting (1)

- MU 442 Advanced Instrumental Conducting (1)

GENERAL STUDIES ELECTIVES - 5 Hours

- May be selected from any department, including Music.

MUSIC DEPARTMENT BENCHMARKS

4th Semester Performance Proficiency Exam. Complete the following prior to scheduling the 4th Semester Performance Proficiency Exam:

- Piano Proficiency Exam (PPE)

- Rhythmic Perception Exam (RPE) - students deficient in rhythmic perception must take MU 122 Rhythmic Perception (1 credit; credit does not count toward degree requirements)

- Pass MU 133 Group Piano I with a C or higher

- Pass MU 215 Music Theory and Aural Comp I with a C or higher

- Complete 48 Recital Credits

Complete 45 hours of upper division work (300-400 level). Must complete the requirements of the 4th Semester Performance Proficiency Exam before enrolling in upper division music courses, ensembles, and lessons.

Pass Junior Recital Jury and present Junior Recital

Pass Senior Recital Jury and present Senior Recital

3. Describe the nature of the proposed change.

Formatting changes: Separation of the music course requirements by content area; adjustment of language to match all other music program descriptions.

These changes reflect a closer adherence to NASM guidelines regarding percentage of degree credits toward general education and music and non-music content.

Deletion of MU 122 Rhythmic Perception (1 credit). Students must take the Rhythmic Perception Exam (RPE) as a skill proficiency assessment. Those deficient in rhythmic perception must take MU 122 Rhythmic Perception to remediate (does not count toward degree requirements). This change will encourage students to test out of the proficiency, thus reducing the need to take an additional course.

Deletion of MU 213 & MU 214 (Group Piano III & IV) from the required coursework. Students who do not pass the Piano Proficiency Exam upon completion of Group Piano I & II must continue to

take group piano and/or piano lessons until they pass the exam.

Restoration of MU 327: Music History III (2 credits). In light of several years' worth of data, as well as student feedback, we have identified the need to reintroduce into the core curriculum this course for all music degrees. The current sequence of two courses compresses the same material into two semesters, rather than three. Until 2001, the music history sequence consisted of three courses, 8 credits in total as is being proposed. This change will allow a considerable amount of content and skills to be presented in a less compressed format. Students will be able to absorb and apply what they learn over a more extended time frame which will better distribute the work load, thus reducing the need to repeat courses and encouraging students to more efficiently complete their degree programs.

Addition of Pedagogy requirement (1 credit). The student must take the course appropriate for their instrument of emphasis.

Reduced voice lesson requirement from 2 hours to 1.

Reduced performance minor lesson requirement from 3 hours to 2.

Changed general studies electives hours from 4 to 5.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes.

5. Does this change affect any other departments? No

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation		Review Date
Department	<u>Craig Treinen</u>	<u>Approve</u>		<u>2018-05-21</u>
Division	<u>Danielle Head</u>	<u>Approve</u>		<u>2018-05-26</u>
Dept. of Educ.	<u>N/A</u>			
<small>(If relates to teacher certification program.)</small>				
Dean	<u>Laura Stephenson</u>	<u>Approve</u>		<u>2018-05-30</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>		<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>		<u>2018-09-17</u>
CAS Faculty	_____	_____		_____

Approved By: Faculty Senate _____ University Faculty _____ WU Board of Regents _____

Program: Bachelor of Music in Performance: Voice Emphasis (CIP:)

1. Reason for this program change?

In addition to credit hour reduction to 120 hours, the changes reflect a restructuring of the music core requirements in response to assessment data and our program review in 2017. Although relatively minor, these changes are also in anticipation of a review by our national accreditation entity, the National Association of Schools of Music (NASM) in fall 2021.

2. Complete revised description.

Bachelor of Music in Performance: Voice Emphasis (120 Hours)

COURSE DESCRIPTION

GENERAL EDUCATION - 40 Hours

Required Courses - 12 Hours

- WU 101 The Washburn Experience (3)
- EN 101 Freshman Composition (3)
- EN 300 Advanced Composition (3)
- MA 112 Essential Mathematics (or above) (3)

Social Sciences - 9 Hours

- HI 105 Introduction to World Music and its History (required of all Music majors)(3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Political Science,

Geography, History, Psychology, Economics, Sociology, Anthropology, Honors 202, and IS 170.

Natural Sciences and Mathematics - 9 Hours

- Elective (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Biology, Chemistry, Physics, Astronomy, Geology, Mathematics (excluding the required MA 112 or above), Honors 203, or IS 170.

Arts and Humanities - 9 Hours

- Elective in Fine Arts (Art or Theatre) (3)
- GE 102 German or FR 102 French (4)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from English, Honors 201, Philosophy, Religion, Art, Mass Media, Modern Language, Communication, Theatre, or Interdisciplinary Studies.

MUSIC CONTENT, SKILLS, & PEDAGOGY - 80 Hours

Theory & Composition - 20 Hours

- MU 123 Integrating Technology in Music (1)
- MU 215 Theory and Aural Comprehension I (4)
- MU 314 Theory and Aural Comprehension II (4)
- MU 315 Theory and Aural Comprehension III (4)
- MU 316 Theory IV (3)
- MU 317 Orchestration (2)
- MU 320 Form and Analysis (2)

Music History - 8 Hours

- MU 325 Music History I (3)
- MU 326 Music History II (3)
- MU 327 Music History III (2)

Conducting - 3 Hours

- MU 237 Choral Clinic (1)
- MU 240 Beginning Conducting (1)
- MU 441 Advanced Choral Conducting (1)

Applied Music Lessons - 30 Hours

- Voice Lessons (24) and MU 070 Performance Class (0)

Students normally enroll for 3 hours of private lessons each semester; MU 070 Performance Class is required each semester.

- Piano (2). Must take at least 2 credits of piano and pass Piano Proficiency Exam prior to the 4th Semester Jury and complete a total of 6 credits of piano over the course of study. For most, the following will be appropriate:

- MU 133 Group Piano I (1)
- MU 134 Group Piano II (1)
- MU 213 Group Piano III (1)
- MU 214 Group Piano IV (1)
- MU 267/467 Piano Lessons (2)

Large Ensembles - 8 Hours

- All Bachelor of Music candidates are required to participate in two large ensembles each semester of full-time enrollment. For large ensemble requirements particular to each instrument, please consult the on-line Music Department Handbook: www.washburn.edu/music-handbook.

Small Ensembles - 4 Hours

- Music for The Stage (MU 250/450)

Pedagogy and Literature - 4 Hours

- MU 220 Vocal Diction for Singers (2)

- MU 330 Vocal Pedagogy and Literature (2)

Specialized Topics - 2 Hours

- MU 400-ST Senior Seminar (2)

GENERAL STUDIES ELECTIVE - 1 Hour

- May be selected from any department, including Music.

MUSIC DEPARTMENT BENCHMARKS

4th Semester Performance Proficiency Exam. Complete the following prior to scheduling the 4th Semester Performance Proficiency Exam:

- Piano Proficiency Exam (PPE)

- Rhythmic Perception Exam (RPE) - students deficient in rhythmic perception must take MU 122 Rhythmic Perception (1 credit; credit does not count toward degree requirements)

- Pass MU 133 Group Piano I with a C or higher

- Pass MU 215 Theory & Aural Comp I with a C or higher

- Complete 48 Recital Attendance Credits

Complete 45 hours of upper division work (300-400 level). Must complete the requirements of the 4th Semester Performance Exam before enrolling in upper division music courses, ensembles, and lessons.

Pass Junior Recital Jury and present Junior Recital

Pass Senior Recital Jury and present Senior Recital

3. Describe the nature of the proposed change.

Formatting changes: Separation of the music course requirements by content area; adjustment of language to match all other music program descriptions.

These changes reflect a closer adherence to NASM guidelines regarding percentage of degree credits toward general education and music and non-music content.

Deletion of MU 122 Rhythmic Perception (1 credit). Students must take the Rhythmic Perception Exam (RPE) as a skill proficiency assessment. Those deficient in rhythmic perception must take MU 122 Rhythmic Perception to remediate (does not count toward degree requirements). This change will encourage students to test out of the proficiency, thus reducing the need to take an additional course.

Deletion of MU 213 & MU 214 (Group Piano III & IV) from the required coursework. Students who do not pass the Piano Proficiency Exam upon completion of Group Piano I & II must continue to take group piano and/or piano lessons until they pass the exam.

Restoration of MU 327: Music History III (2 credits). In light of several years' worth of data, as well as student feedback, we have identified the need to reintroduce into the core curriculum this course for all music degrees. The current sequence of two courses compresses the same material into two semesters, rather than three. Until 2001, the music history sequence consisted of three courses, 8 credits in total as is being proposed. This change will allow a considerable amount of content and skills to be presented in a less compressed format. Students will be able to absorb and apply what they learn over a more extended time frame which will better distribute the work load, thus reducing the need to repeat courses and encouraging students to more efficiently complete their degree programs.

Deletion of MU 443 Composition (1). Composition content is covered in MU 316 Music Theory IV.

Deletion of Orchestral Instrument Lesson (1).

Reduction of MU 220 Vocal Diction for Singers (3) to 2 credits.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes.

5. Does this change affect any other departments? No

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Craig Treinen</u>	<u>Approve</u>	<u>2018-05-16</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2018-05-26</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-05-30</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-09-17</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Music in Performance: Piano Emphasis (CIP:)

1. Reason for this program change?

In addition to credit hour reduction to 120 hours, the changes reflect a restructuring of the music core requirements in response to assessment data and our program review in 2017. Although relatively limited, these changes are also in anticipation of a review by our national accreditation entity, the National Association of Schools of Music (NASM) in fall 2021.

2. Complete revised description.

Bachelor of Music in Performance: Piano Emphasis (120 Hours)

COURSE DESCRIPTION

GENERAL EDUCATION - 39 Hours

Required Courses - 12 Hours

- WU 101 The Washburn Experience (3)
- EN 101 Freshman Composition (3)
- EN 300 Advanced Composition (3)
- MA 112 Essential Mathematics (or above) (3)

Social Sciences - 9 Hours

- HI 105 Introduction to World Music and its History (required of all Music majors)(3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Political Science, History,

Psychology, Economics, Sociology, Anthropology, Honors 202, IS 170.

Natural Sciences and Mathematics: 9 Hours

- Elective (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Biology, Chemistry, Physics, Astronomy, Geology, Mathematics (excluding the course taken to fulfill the university math requirement), Honors 203, IS 170.

Arts and Humanities - 9 Hours

- Elective in Fine Arts (Art or Theatre: Music not allowed) (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from English (excluding EN 101 and EN 300), Honors 201, Philosophy, Religion, Art, Mass Media, Modern Language, Communication, Theatre, IS 170.

MUSIC CONTENT, SKILLS, & PEDAGOGY - 78 Hours

Theory & Composition - 21 Hours

- MU 123 Integrating Technology in Music (1)
- MU 215 Theory and Aural Comprehension I (4)
- MU 314 Theory and Aural Comprehension II (4)
- MU 315 Theory and Aural Comprehension III (4)
- MU 316 Theory IV (3)
- MU 317 Orchestration (2)
- MU 320 Form and Analysis (2)
- MU 443 Composition (1)

Music History - 8 Hours

- MU 325 Music History I (3)
- MU 326 Music History II (3)
- MU 327 Music History III (2)

Applied Music Lessons - 24 Hours

- Piano Lessons (24) & MU 070 Performance Class (0)

Students normally enroll for 3 hours of private lessons each semester; MU 070 Performance Class is required each semester.

Piano Literature & Pedagogy - 6 Hours

- MU 337 Piano Literature I (2)
- MU 338 Piano Literature II (2)
- MU 339 Piano Pedagogy (2)

Specialized Courses - 2 Hours

- MU 400 Special Topics: Senior Seminar (2)

Ensembles - 10 Hours

- MU 244/444 Accompanying (enrollment required each semester) (8)
- MU xxx Small Ensembles (2)

Conducting - 3 Hours

- MU 240 Beginning Conducting (1)
- MU 441 Advanced Choral Conducting (1)
- MU 442 Advanced Instrumental Conducting (1)

Music Electives - 4 Hours

- Select courses in Music

GENERAL STUDIES ELECTIVES - 3 Hours

- May be taken from any department, including Music.

MUSIC DEPARTMENT BENCHMARKS

4th Semester Performance Proficiency Exam. Complete the following prior to scheduling the 4th Semester Proficiency Exam:

- Piano Proficiency Exam (PPE)
- Rhythmic Perception Exam (RPE) - students deficient in rhythmic perception must take MU 122 Rhythmic Perception (1 credit; credit does not count toward degree requirements)
- Must pass MU 215 Music Theory and Aural Comp I with a C or higher.
- Complete 48 Recital Attendance Credits

Complete 45 hours of upper division work (300-400 level). Must complete the requirements of the 4th Semester Performance Exam before enrolling in upper division music courses, ensembles, and lessons.

Junior Recital: Pass Junior Recital Jury and present Junior Recital
Senior Recital: Pass Senior Recital Jury and present Senior Recital

3. Describe the nature of the proposed change.

Formatting changes: Separation of the music course requirements by content area; adjustment of language to match all other music program descriptions.

These changes reflect a closer adherence to NASM guidelines regarding percentage of degree credits toward general education and music and non-music content.

Deletion of MU 122 Rhythmic Perception (1 credit). Students must take the Rhythmic Perception Exam (RPE) as a skill proficiency assessment. Those deficient in rhythmic perception must take MU 122 Rhythmic Perception to remediate (does not count toward degree requirements). This change will encourage students to test out of the proficiency, thus reducing the need to take an additional course.

Restoration of MU 327: Music History III (2 credits). In light of several years' worth of data, as well as student feedback, we have identified the need to reintroduce into the core curriculum this course for all music degrees. The current sequence of two courses compresses the same material into two semesters, rather than three. Until 2001, the music history sequence consisted of three courses, 8 credits in total as is being proposed. This change will allow a considerable amount of content and skills to be presented in a less compressed format. Students will be able to absorb and apply what they learn over a more extended time frame which will better distribute the work load, thus reducing the need to repeat courses and encouraging students to more efficiently complete their degree programs.

Reduced Small Ensembles credits from 4 credits to 2 credits. This change will align our two keyboard performance degrees (piano and organ) in this area of the curriculum.

Increased Music Electives from 2 credits to 4 credits.

Decreased General Studies Electives from 5 credits to 3 credits.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes

5. Does this change affect any other departments? No

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Craig Treinen</u>	<u>Approve</u>	<u>2018-05-21</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2018-05-26</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-05-30</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-09-17</u>
CAS Faculty			
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Music in Music Performance: Guitar Emphasis (CIP:)

1. Reason for this program change?

In addition to credit hour reduction to 120 hours, the changes reflect a restructuring of the music core requirements in response to assessment data and our program review in 2017. Although relatively minor, these changes are also in anticipation of a review by our national accreditation entity, the National Association of Schools of Music (NASM) in fall 2021.

2. Complete revised description.

Bachelor of Music in Music Performance: Guitar Emphasis
(120 Hours)

COURSE DESCRIPTION

GENERAL EDUCATION - 39 Hours

Required Courses - 12 Hours

- WU 101 The Washburn Experience (3)
- EN 101 Freshman Composition (3)
- EN 300 Advanced Composition (3)
- MA 112 Essential Mathematics (or above)(3)

Social Sciences - 9 Hours

- HI 105 Introduction to World Music and its History (required of all Music majors)(3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Political Science, Geography, History, Psychology, Economics, Sociology, Anthropology, Honors 202, and IS 170.

Natural Sciences and Mathematics - 9 Hours

- Elective (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Biology, Chemistry, Physics, Astronomy, Geology, Mathematics (excluding the required MA 112 or above), Honors 203, or IS 170.

Arts and Humanities - 9 Hours

- Elective in Fine Arts (Art or Theatre) (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from English, Honors 201, Philosophy, Religion, Art, Mass Media, Modern Language, Communication, Theatre, or Interdisciplinary Studies.

MUSIC CONTENT, SKILLS, & PEDAGOGY - 76 Credit Hours

Theory & Composition - 21 Hours

- MU 123 Integrating Technology in Music (1)
- MU 215 Music Theory and Aural Comprehension I (4)
- MU 314 Music Theory and Aural Comprehension II (4)
- MU 315 Music Theory and Aural Comprehension III (4)
- MU 316 Music Theory IV (3)
- MU 317 Orchestration (2)
- MU 320 Form and Analysis (2)
- MU 443 Composition (1)

Music History - 8 Hours

- MU 325 Music History I (3)
- MU 326 Music History II (3)
- MU 327 Music History III (2)

Applied Music Lessons - 29 Hours

- Guitar Lessons (24) and MU 070 Performance Class (0)
Students normally enroll for 3 hours of private lessons each semester; MU 070 Performance Class is required each semester.

- Piano (2). Students must take at least 2 hours of group piano or piano lessons and pass the Piano Proficiency Exam prior to the 4th Semester Jury. For most, the following are required:

- MU 133 Group Piano I (1)
- MU 134 Group Piano II (1)
- Voice Lessons (1)
- Performance Minor Lessons (2)

Pedagogy - 1 Hour

- MU 208 Guitar Techniques (1)

Specialized Courses - 2 Hours

- MU 400-ST: Senior Seminar (2)

Ensembles - 12 Hours

- Large Ensembles (8)

All Bachelor of Arts, Bachelor of Music, and Bachelor of Musical Arts candidates are required to enroll in two large ensembles each semester of full-time enrollment. For large ensemble requirements particular to each instrument and degree, consult the Music Department Handbook (www.washburn.edu/music-handbook).

- Small Ensembles (4)

Conducting - 3 Hours

- MU 238 Instrumental Clinic (1)

- MU 240 Beginning Conducting (1)

- MU 442 Advanced Instrumental Conducting (1)

GENERAL STUDIES ELECTIVES (5)

- Select courses from any department, including Music.

MUSIC DEPARTMENT BENCHMARKS

4th Semester Performance Proficiency Exam. Complete the following prior to scheduling the 4th Semester Performance Proficiency Exam:

- Piano Proficiency Exam (PPE)

- Rhythmic Perception Exam (RPE) - students deficient in rhythmic perception must take MU 122 Rhythmic Perception (1 credit; credit does not count toward degree requirements)

- Pass MU 133 Group Piano I with a C or higher

- Pass MU 215 Music Theory & Aural Comp I with a C or higher

- Complete 48 Recital Credits

Complete 45 hours of upper division work (300-400 level). Must complete the requirements of the 4th Semester Performance Proficiency Exam before enrolling in upper division music courses, ensembles, and lessons.

Pass Junior Recital Jury and present Junior Recital
Pass Senior Recital Jury and present Senior Recital

3. Describe the nature of the proposed change.

Formatting changes: Separation of the music course requirements by content area; adjustment of language to match all other music program descriptions.

These changes reflect a closer adherence to NASM guidelines regarding percentage of degree credits toward general education and music and non-music content.

Deletion of MU 122 Rhythmic Perception (1 credit). Students must take the Rhythmic Perception Exam (RPE) as a skill proficiency assessment. Those deficient in rhythmic perception must take MU 122 Rhythmic Perception to remediate (does not count toward degree requirements). This change will encourage students to test out of the proficiency, thus reducing the need to take an additional course.

Deletion of MU 213 & MU 214 (Group Piano III & IV) from the required coursework. Students who do not pass the Piano Proficiency Exam upon completion of Group Piano I & II must continue to take group piano and/or piano lessons until they pass the exam.

Restoration of MU 327: Music History III (2 credits). In light of several years' worth of data, as well

as student feedback, we have identified the need to reintroduce into the core curriculum this course for all music degrees. The current sequence of two courses compresses the same material into two semesters, rather than three. Until 2001, the music history sequence consisted of three courses, 8 credits in total as is being proposed. This change will allow a considerable amount of content and skills to be presented in a less compressed format. Students will be able to absorb and apply what they learn over a more extended time frame which will better distribute the work load, thus reducing the need to repeat courses and encouraging students to more efficiently complete their degree programs.

Addition of Pedagogy course requirement (1 credit). This is partly in response to the department's last accreditation review by the National Association of Schools of Music, which indicated that pedagogy must be addressed in all Bachelor of Music - Performance degrees. Instrumental techniques courses are required for the Bachelor of Music Education; no new courses will be added to the department's offerings.

Reduced voice lesson requirement from 2 hours to 1.

Reduced performance minor lesson requirement from 3 hours to 2.

Changed general studies electives hours from 4 to 5.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes

5. Does this change affect any other departments? No

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Craig Treinen</u>	<u>Approve</u>	<u>2018-05-16</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2018-05-26</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-05-30</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-09-17</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Music in Performance: Organ Emphasis (CIP:)

1. Reason for this program change?

In addition to credit hour reduction to 120 hours, the changes reflect a restructuring of the music core requirements in response to assessment data and our program review in 2017. Although relatively minor, these changes are also in anticipation of a review by our national accreditation entity, the National Association of Schools of Music (NASM) in fall 2021.

2. Complete revised description.

Bachelor of Music in Performance: Organ Emphasis (120 Hours)

COURSE DESCRIPTION

GENERAL EDUCATION - 39 Hours

Required Courses - 12 Hours

- WU 101 The Washburn Experience (3)
- EN 101 Freshman Composition (3)
- EN 300 Advanced Composition (3)
- MA 112 Essential Mathematics (or above)(3)

Social Sciences - 9 Hours

- HI 105 Introduction to World Music and its History (required of all Music majors)(3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Political Science, History, Psychology, Economics, Sociology, Anthropology, Honors 202, IS 170.

Natural Sciences and Mathematics - 9 Hours

- Elective (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from Biology, Chemistry, Physics, Astronomy, Geology, Mathematics (excluding the course taken to fulfill the university math requirement), Honors 203, IS 170.

Arts and Humanities - 9 Hours

- Elective in Fine Arts (Art or Theatre: Music not allowed) (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines. Select courses from English (excluding EN 101 and EN 300), Honors 201, Philosophy, Religion, Art, Mass Media, Modern, Language, Communication, Theatre, IS 170.

MUSIC CONTENT, SKILLS, & PEDAGOGY - 79 Hours

Music Theory & Composition - 21 Hours

- MU 123 Integrating Technology in Music (1)
- MU 215 Theory and Aural Comprehension I (4)
- MU 314 Theory and Aural Comprehension II (4)
- MU 315 Theory and Aural Comprehension III (4)
- MU 316 Theory IV (3)
- MU 317 Orchestration (2)
- MU 320 Form and Analysis (2)
- MU 443 Composition (1)

Music History - 8 Hours

- MU 325 Music History I (3)
- MU 326 Music History II (3)
- MU 327 Music History III (2)

Applied Music Lessons - 24 Hours

- Organ Lessons (24) & MU 070 Performance Class required each semester (0)
- Students normally enroll for 3 hours of private lessons each semester; MU 070 Performance Class is required each semester.

Organ Literature & Pedagogy - 3 Hours

- MU 335 Organ Literature (2)
- MU 336 Organ Pedagogy (1)

Specialized Courses - 2 Hours

- MU 400-ST Senior Seminar (2)

Ensembles - 10 Hours

- MU 244/444 Accompanying (8)
- Small Ensembles (2)

Conducting - 5 Hours

- MU 237 Choral Clinic (1)
- MU 238 Instrumental Clinic (1)
- MU 240 Beginning Conducting (1)
- MU 441 Advanced Choral Conducting (1)
- MU 442 Advanced Instrumental Conducting (1)

Music Electives - 5 Hours

- Courses taken within Music.

GENERAL STUDIES ELECTIVES - 3 Hours

- May be taken in any department, including Music.

MUSIC DEPARTMENT BENCHMARKS

4th Semester Performance Proficiency Exam. Complete the following prior to scheduling the 4th Semester Performance Proficiency Exam:

- Piano Proficiency Exam (PPE)
- Rhythmic Perception Exam (RPE) - students deficient in rhythmic perception must take MU 122 Rhythmic Perception (1 credit; credit does not count toward degree requirements)
- Must Pass MU 215 Music Theory and Aural Comp I with a C or higher.
- Complete 48 Recital Attendance Credits

Complete 45 hours of upper division work (300-400 level). Must complete the requirements of the 4th Semester Performance Proficiency Exam before enrolling in upper division music courses, ensembles, and lessons.

Junior Recital: Pass Junior Recital Jury and present Junior Recital

Senior Recital: Pass Senior Recital Jury and present Senior Recital

3. Describe the nature of the proposed change.

Formatting changes: Separation of the music course requirements by content area; adjustment of language to match all other music program descriptions.

These changes reflect a closer adherence to NASM guidelines regarding percentage of degree credits toward general education and music and non-music content.

Deletion of MU 122 Rhythmic Perception (1 credit). Students must take the Rhythmic Perception Exam (RPE) as a skill proficiency assessment. Those deficient in rhythmic perception must take MU 122 Rhythmic Perception to remediate (does not count toward degree requirements). This change will encourage students to test out of the proficiency, thus reducing the need to take an additional course.

Restoration of MU 327: Music History III (2 credits). In light of several years' worth of data, as well as student feedback, we have identified the need to reintroduce into the core curriculum this course for all music degrees. The current sequence of two courses compresses the same material into two semesters, rather than three. Until 2001, the music history sequence consisted of three courses, 8 credits in total as is being proposed. This change will allow a considerable amount of content and skills to be presented in a less compressed format. Students will be able to absorb and apply what they learn over a more extended time frame which will better distribute the work load, thus reducing the need to repeat courses and encouraging students to more efficiently complete their degree programs.

Changed MU 335 Organ Literature from 1 credit to 2, which brings it closer to alignment with the requirements for the BM-Piano Performance.

Reduced the Small Ensembles requirement from 4 hours to 2; small ensemble literature involving organ is limited. This reduction is in line with standard performance practice for this instrument.

Reduced General Studies Elective hours from 5 to 3.

Increased Music Elective hours from 4 to 5.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes.

5. Does this change affect any other departments? No

COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Craig Treinen</u>	<u>Approve</u>	<u>2018-05-21</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2018-05-26</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-05-30</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-09-17</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Arts in Music (CIP:)

1. Reason for this program change?

In addition to credit hour reduction to 120 hours, the changes reflect a restructuring of the music core requirements in response to assessment data and our program review in 2017. Although relatively minor, these changes are also in anticipation of a review by our national accreditation entity, the National Association of Schools of Music (NASM) in fall 2021.

2. Complete revised description.

Bachelor of Arts in Music (120 Hours)

COURSE DESCRIPTION

GENERAL EDUCATION - 58 Hours

Required Courses - 12 Hours

- WU 101 The Washburn Experience (3)
- EN 101 Freshman Composition (3)
- EN 300 Advanced Composition (3)
- MA 112 Essential Mathematics (or above)(3)

Foreign Language - 4 Hours

- Modern Languages (any 102 level course or equivalent) (4)

Coursework taken to fulfill this requirement may not be applied toward general education requirements for completing the BA degree.

Social Sciences - 15 Hours

- HI 105 Introduction to World Music and its History (required of all Music majors)(3)
- Elective (3)
- Elective (3)
- Elective (3)
- Elective (3)

No more than 6 hours may be taken from a single discipline. Select courses from Political Science, Geography, History, Psychology, Economics, Sociology, Anthropology, Honors 202, and IS 170.

Natural Sciences and Mathematics - 12 Hours

- Elective (3)
- Elective (3)
- Elective (3)
- Elective (3)

No more than 6 hours may be taken from a single discipline. Select courses from Biology, Chemistry, Physics, Astronomy, Geology, Mathematics (excluding the required MA 112 or above), Honors 203, or IS 170.

Arts and Humanities - 15 Hours

- Elective in Fine Arts (Art or Theatre) (3)
- Elective (3)
- Elective (3)
- Elective (3)
- Elective (3)

No more than 6 hours may be taken from a single discipline. Select courses from English, Honors 201, Philosophy, Religion, Art, Mass Media, Modern Language, Communication, Theatre, or Interdisciplinary Studies.

MUSIC CONTENT AND SKILLS - 38 Hours

Theory & Composition - 16 Hours

- MU 123 Integrating Technology in Music (1)
- MU 215 Theory and Aural Comprehension I (4)
- MU 314 Theory and Aural Comprehension II (4)
- MU 315 Theory and Aural Comprehension III (4)
- MU 316 Theory IV (3)

Music History - 8 Hours

- MU 325 Music History I (3)
- MU 326 Music History II (3)
- MU 327 Music History III (2)

Applied Music Lessons - 10 Hours

- Private Lessons in Concentration Area (10) & MU 070 Performance Class (0)
- MU 070 Performance Class is required each semester.
- MU 133 Group Piano I (1)
 - MU 134 Group Piano II (1)

Ensembles - 4 Hours

- Large Ensembles (3)

All Bachelor of Arts, Bachelor of Music, and Bachelor of Musical Arts candidates are required to enroll in two large ensembles each semester of full-time enrollment. For large ensemble

requirements particular to each instrument and degree, consult the Music Department Handbook (www.washburn.edu/music-handbook).

- Small Ensemble (1)

GENERAL STUDIES ELECTIVES - 24 Hours

- Select courses outside of Music.

MUSIC DEPARTMENT BENCHMARKS

Double Jury Performance Exam. Must complete the following prior to scheduling the Double Jury:

- Rhythmic Perception Exam (RPE) - students deficient in rhythmic perception must take MU 122 Rhythmic Perception (1 credit; credit does not count toward degree requirements)

- MU 133 Group Piano I: Must pass with a grade of C or higher.

- MU 215 Music Theory and Aural Comprehension I: Must pass with a grade of C or higher.

- 48 Recital Credits

Complete 45 hours of upper division work (300-400 level). Must complete the requirements of the Double Jury Performance Exam before enrolling in upper division music courses, ensembles, and lessons.

3. Describe the nature of the proposed change.

Formatting changes: Separation of the music course requirements by content area; adjustment of language to match all other music program descriptions.

These changes reflect a closer adherence to NASM guidelines regarding percentage of degree credits toward general education and music and non-music content.

Deletion of MU 122 Rhythmic Perception (1 credit). Students must take the Rhythmic Perception Exam (RPE) as a skill proficiency assessment. Those deficient in rhythmic perception must take MU 122 Rhythmic Perception to remediate (does not count toward degree requirements). This change will encourage students to test out of the proficiency, thus reducing the need to take an additional course.

Restoration of MU 327: Music History III (2 credits). In light of several years' worth of data, as well as student feedback, we have identified the need to reintroduce into the core curriculum this course for all music degrees. The current sequence of two courses compresses the same material into two semesters, rather than three. Until 2001, the music history sequence consisted of three courses, 8 credits in total as is being proposed. This change will allow a considerable amount of content and skills to be presented in a less compressed format. Students will be able to absorb and apply what they learn over a more extended time frame which will better distribute the work load, thus reducing the need to repeat courses and encouraging students to more efficiently complete their degree programs.

Reduction of General Studies Elective hours from 27 to 24.

4. Do you currently have the equipment and facilities to teach the classes within the proposed change.

Yes.

5. Does this change affect any other departments? No

New Programs

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Shaun Schmidt</u>	<u>Approve</u>	<u>2018-11-05</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2018-11-16</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-11-28</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2019-01-17</u>
Accepted by CFC	<u>Michaela Saunders</u>	<u>Approve</u>	<u>2019-02-15</u>
CAS Faculty			

Approved By: Faculty Senate _____ University Faculty _____ WU Board of Regents _____

1. Title of Program.

Minor in Forensic Chemistry (CIP: 40.0510)

2. Rationale for offering this program.

This is a minor change in program name only.

3. Exact proposed catalog description.

Old description:

THE MINOR IN FORENSIC CHEMICAL SCIENCE

The Forensic Chemical Science minor must include: CH 103, CH 151, CH 152, CH 203, CH 320, and CH 340.

New description:

THE MINOR IN FORENSIC CHEMISTRY

The Forensic Chemical Science minor must include: CH 103, CH 151, CH 152, CH 203, CH 320, and CH 340.

4. List any financial implications.

none

5. Are any other departments affected by this new program? Yes

The student's major would be in another area. The requirements for the minor are not changing.

Department
New Program Name

Program Name	(e.g., FY13, FY14, etc.)											
	Year 0 - Preparation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	
Revenue:	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs
Est. Students/Cr Hrs	0		0		0		0		0		0	
Total Credit Hours	0		0		0		0		0		0	
Tuition Rate												
Other Revenue Sources												
Total Revenue	\$0		\$0		\$0		\$0		\$0		\$0	

Ongoing Expenses:	Year 0 - Preparation	Year 1	Year 2	Year 3	Year 4	Year 5	FTE	FTE	FTE	FTE	FTE
1 st Faculty Member											
Benefits (25%)											
2nd Faculty Member											
Benefits (25%)											
3rd Faculty Member											
Benefits (25%)											
(Continue to add as needed)											
Secretary											
Benefits (25%)											
Adjunct Faculty											
Student stipends											
Supplies											
Marketing											
Travel											
Online Course Development											
Professional Development											
Accreditation/Membership											
Support Materials											
Total Expenses											

Total Net Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
One-time Startup Costs	Year 0 - Preparation	Year 1	Year 2	Year 3	Year 4	Year 5					
Furniture											
Office Equipment											
Computer/Software											
Other Electronic Hardware											
Renovation											
Program Equipment											
Initial Accreditation Costs											
Program Development											
Membership											
Release Time to Develop											
Consultant											
Site Visit											
Inservice/Preservice Prep											

Footnotes:

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>John Mullican</u>	<u>Approve</u>	<u>2018-10-15</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2018-10-19</u>
Dept. of Educ.	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2018-10-20</u>
	<small>(If relates to teacher certification program.)</small>		
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-10-22</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2019-01-17</u>
Accepted by CFC	<u>Michaela Saunders</u>	<u>Approve</u>	<u>2019-02-15</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

1. Title of Program.

Bachelor of Education (B. Ed.) in Biology Secondary Education (CIP:26.0101) (CIP: CIP:26.0101)

2. Rationale for offering this program.

The current degree offered for students preparing for a career in Biology Secondary Education requires approximately 148 credits. This greatly exceeds Washburn University's goal to standardize the 120 credit hour requirement for all Bachelor's degrees. The B. Ed. in Biology Secondary Education will ensure that students earning the degree complete the same core curriculum as all other Education Majors. The degree plan reduces the number of credits in the other natural sciences but maintains a curriculum that ensures our students have the content knowledge that includes the major disciplines within biology, and satisfies the KSDE standards.

3. Exact proposed catalog description.

In the "Degrees Offered" section of the catalog:
 Bachelor of Education
 Biology Secondary Education

Student Learning Outcomes for the Biology Secondary Education Major
 Biology Secondary Education Majors with a Bachelor of Education degree, upon completion of the program will be able to:

- understand and explain the similarities and differences between how a variety of organisms live and grow.
- understand and explain how organisms interact with their environment
- understand and explain how genetic information is transmitted from one generation to the next and how genetic variation is lost or maintained.

- understand and explain evolutionary principles and processes and how they provide evidence that shows the relatedness of different species.
- incorporate core biological ideas, scientific and engineering practices, and crosscutting concepts into instruction.
- demonstrate an ability to create and manage environments that support learning.

The Bachelor of Education (B. Ed.) in Biology Secondary Education requires a minimum of 120 credit hours as outlined below.

University requirements:

- EN 101 (3)
- EN 300 (3)
- MA 116 or higher (3)
- WU 101 (3)

General Education requirements:

- Social Sciences, GESS (9)
- Humanities, GEHU (9), 3 of which must be AR, MU, or TH
- Natural Sciences, GENS (9)

Biology Course requirements:

- BI 102 (5)
 - BI 103 (5)
 - BI 255 (4)
 - BI 275 (4)
 - BI 301 (4)
 - BI 310 (4)
 - BI 319 (3)
 - BI 333 (4)
 - BI 340 (3)
- Total: 36 credit hours

Correlated science course requirements (satisfies GENS requirements):

- CH 121 (5)
 - MA 140 (3)
 - PS 131 (3)
 - PS 132 (1)
- Total: 12 credit hours

Required behavior course:

Choose at least one course from the following list:

- AN 311 (3)
 - BI 202 (3)
 - PY 307 (3)
- Total: 3 credit hours

Education course requirements:

- ED 155 (3)
- ED 165 (3)
- ED 275 (3)
- ED 285 (3)
- ED 295 (3)
- ED 302 (3)

â€¢ ED 345 (3)
â€¢ ED 352 (3)
â€¢ ED 395 (3)
â€¢ ED 410 (12)
Total: 39 credit hours

4. List any financial implications.

Please see attached pro forma. A modest increase in revenue (\$131,400 over 5 years) is expected assuming a conservative estimate of 1 new student each year during the initial 5 years.

5. Are any other departments affected by this new program? Yes

The Education Department will be affected as the new B. Ed. Degree will be offered by numerous discipline-specific majors. CH, PS, MA, AN, PY will also be affected to some degree.

Department of Biology
Bachelor of Science (B.S.) in Forensic Biology

Program Name: Bachelor of Science in Forensic Biology											
(e.g., FY13, FY14, etc.)											
Revenue:	Year 0 - Preparation	Year 1 FY20		Year 2 FY21		Year 3 FY22		Year 4 FY23		Year 5 FY24	
		# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs
Est. Students/Cr Hrs	0	1	30	2	30	3	30	4	30	5	30
Total Credit Hours	0	30		60		90		120		150	
Tuition Rate		292		292		292		292		292	
Other Revenue Sources											
Total Revenue	0	\$8,760		\$17,520		\$26,280		\$35,040		\$43,800	
Ongoing Expenses:	Year 0 - Preparation	Year 1	FTE	Year 2	FTE	Year 3	FTE	Year 4	FTE	Year 5	FTE
1 st Faculty Member											
Benefits (25%)											
2nd Faculty Member											
Benefits (25%)											
3rd Faculty Member											
Benefits (25%)											
(Continue to add as needed)											
Secretary											
Benefits (25%)											
Adjunct Faculty											
Student stipends											
Supplies											
Marketing											
Travel											
Online Course Development											
Professional Development											
Accreditation/Membership											
Support Materials											
Total Expenses	-	-	-	-	-	-	-	-	-	-	-
Total Net Revenue	\$ -	\$ 8,760		\$ 17,520		\$ 26,280		\$ 35,040		\$ 43,800	\$ 131,400
One-time Startup Costs	Year 0 - Preparation	Year 1		Year 2		Year 3		Year 4		Year 5	
Furniture											
Office Equipment											
Computer/Software											
Other Electronic Hardware											
Renovation											
Program Equipment											
Initial Accreditation Costs											
Program Development											
Membership											
Release Time to Develop											
Consultant											
Site Visit											
Inservice/Preservice Prep											

Footnotes:
The B.Ed. In Biology Secondary Education requires a minimum of 120 credits.
The number of students listed as 5 in Year 5 anticipates 1 graduating student, 1 incoming student and 4 existing students.

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Kevin Charlwood</u>	<u>Approve</u>	<u>2018-09-18</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2018-09-21</u>
Dept. of Educ.	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2018-10-20</u>
	<small>(If relates to teacher certification program.)</small>		
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-10-22</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2019-01-17</u>
Accepted by CFC	<u>Michaela Saunders</u>	<u>Approve</u>	<u>2019-02-15</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

1. Title of Program.

B. Ed. - Secondary Mathematics (CIP: 27)

2. Rationale for offering this program.

Rationale: (a) provide program in a minimum of 120 credit hours; (b) prepare students to pass two different Kansas tests: Math content & Pedagogy; (c) meet new KSDE Standards for Secondary Mathematics; (d) address graduation exit interview results, where students indicate concern over enough pedagogy, particularly in Trigonometry.

3. Exact proposed catalog description.

University Requirements
General Education Requirements
(b) Education Core Courses

Course Credit Hours Area Credit Hours upon approval of the B.Ed. degree from Education
Department
WU 101 3
Arts & Humanities 9 (to include: PH 220 & CN 150)
EN 101 3 Social Sciences 9

MA 116
(or higher) (covered by major) Natural Sciences
(at least 2 departments) 9 (no MA classes)
(CM 101/105 if needed)
EN 300

(teaching emphasis) 3

Total 9 Total 27 Total 39

(b) Math Content

MA 151 Calculus 1 5

MA 152 Calculus 2 5

MA 253 Calculus 3 3

MA 140 Statistics 3

MA 204 Discrete/Number Theory (new course) 3

MA 230 Math for Middle & Secondary (new course) 4

MA 207 Discrete Mathematics 3

MA 381 History & Literature of Mathematics 3

MA 367 Modern Geometry 3

MA 301 Linear Algebra 3

MA 354 Abstract Algebra 3

MA 380 Problem Solving 1

MA 380 Problem Solving (take it a second time) 1

MA 371 Real Analysis I 3

Choose at least TWO of the following: 2

MA 316 Teaching Algebra (algebra-based courses) (new course)

MA 317 Teaching Trig (help teach: MA 117, 131) (new course)

MA 318 Teaching Stats (help teach: MA 140) (new course)

MA 380 (take it for a third time)

MA 388 Capstone Research

Total 45

DEGREES OFFERED

Bachelor of Education

Mathematics: Secondary Education

GENERAL REQUIREMENTS

General requirements for the Bachelor of Arts degree, or the Bachelor of Science degree, or the Bachelor of Education degree are listed in the catalog. See pages listed in the index. Graphics calculators are required in all courses MA 112 to MA 152 inclusive, and MA 253.

Secondary Math Education Emphasis Courses

Calculus I, II, III (MA 151, 152, 253), Number Theory/Discrete (MA 204), Mathematics for Middle and Secondary (MA 230), Discrete Mathematics, (MA 207), Linear Algebra (MA 301), Statistics (MA 140), Abstract Algebra (MA 354), Modern Geometry (MA 367), Introduction to Real Analysis I (MA 371), History & Literature of Mathematics (MA 381) a minimum of 2 hours of Problem Solving Strategies (MA 380), and a choice of at least 2 of the following: Teaching Algebra (MA 316); Teaching Trigonometry (MA 317); Teaching Statistics (MA 318); Problem Solving Strategies (MA 380); Math Research (MA 388). Students seeking certification to teach mathematics must also be formally admitted to and take additional coursework in the University's Professional Teacher Education Program. For admission requirements, see EDUCATION in this catalog.

4. List any financial implications.

None.

5. Are any other departments affected by this new program? Yes

Education, as they will create a B. Ed. degree to house all discipline-specific Bachelor's of Education degrees in the relevant content areas.

Department
New Program Name

Program Name
B.Ed. - Secondary Math

(e.g., FY13, FY14, etc.)

Year 0 - Preparation	FY19	FY20	FY21	FY22	FY23
# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs
0	8	13	18	23	23
0	240	390	540	690	690
0	292	292	292	292	292
0	\$70,080	\$113,880	\$157,680	\$201,480	\$201,480

Ongoing Expenses:

	FY19	FY20	FY21	FY22	FY23
	FTE	FTE	FTE	FTE	FTE
1st Faculty Member					
Benefits (25%)					
2nd Faculty Member					
Benefits (25%)					
3rd Faculty Member					
Benefits (25%)					
(Continue to add as needed)					
Secretary					
Benefits (25%)					
Adjunct Faculty	3,780	3,780	3,780	3,780	3,780
Student stipends					
Supplies					
Marketing	500	500	500	500	500
Travel					
Online Course Development					
Professional Development					
Accreditation/Membership					
Support Materials					
Total Expenses	4,280	4,280	4,280	4,280	4,280

Total Net Revenue

\$ -	\$ 65,800	\$ 109,600	\$ 153,400	\$ 197,200	\$ 197,200
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One-time Startup Costs

Furniture					
Office Equipment					
Computer/Software					
Other Electronic Hardware					
Renovation					
Program Equipment					
Initial Accreditation Costs					
Program Development					
Membership					
Release Time to Develop					
Consultant					
Site Visit					
Inservice/Preservice Prep					

Footnotes:

No new faculty requested, all new courses in Mathematics/Statistics are to be taught with existing faculty.
 Our current secretary in the department will assist with support needs as is done with all other Mathematics & Statistics courses.
 Tuition rate of \$292/CH is for FY19 and is apt to increase each year.
 New courses will either be absorbed into existing tenure-track faculty loads or if a new course replaces a course for an instructor, an adjunct will be required to cover the lower level course.
 Current adjunct pay rate for those holding Master's degrees in FY19 of \$630/CH is also apt to increase. We assume one three-hour course per semester will be reassigned to an adjunct, meaning 6 CH/yr, so 6x\$630 = \$3,780/yr.
 The new program will eventually replace the BA/BS in Secondary Mathematics. (So even though this is a new program, the old program will be phased out.)
 The program will undergo Kansas State Department of Education evaluation for accreditation. Two of the new courses were developed to meet KSDE accreditation requirements.
 All classes will be taught in existing facilities. Software for the new courses will be the same as for other mathematics classes.
 New courses will be developed by Drs. Sharp, Wagner & Cook, who will teach courses in both the mathematics track and the new secondary education track.
 The \$500 budgeted for marketing/advertising of the new secondary math track will come from mathematics discretionary funds held at the Foundation; some costs may be borne out of Enrollment Management as we advertise the new secondary education track during FY18.
 Initially, we hope to transition existing students to the new B Ed degree and attract 5 new students into the new secondary education track who otherwise may not have come to Washburn University.
 Assuming a 4-year time horizon to graduation, enrollment in the new track would stabilize at 23 students each year by year 4.

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2018-10-31</u>
Division	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2018-11-12</u>
Dept. of Educ.	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2018-11-12</u>
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-11-28</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2019-01-24</u>
Accepted by CFC	<u>Michaela Saunders</u>	<u>Approve</u>	<u>2019-02-15</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

1. Title of Program.

BEd in Elementary Education (CIP: 13)

2. Rationale for offering this program.

Currently all Elementary Education Majors are required to select an area of concentration in addition to elementary education. However, many majors prefer to focus on Elementary education exclusively and do not plan to seek licensure in a second area. Therefore, we will offer the option to major in elementary education without the areas of concentration. Areas of concentration will still be available for those who wish to pursue a second area for licensure.

3. Exact proposed catalog description.

In the Degrees Offered Section of the Undergraduate Catalog:

The K-6 teaching program prepares students to teach in kindergarten through sixth grade classrooms. Students may choose to complete the program for elementary education only or may complete the requirements for a second area of licensure.

These areas include:

- Early Childhood Unified (Birth-Grade 3 includes special education)
- Middle School English/Language Arts (Grades 5-8)
- Middle School Mathematics (Grades 5-8)
- Middle School History (Grades 5-8)
- High Incidence Special Education (Grades K-6)
- English for Speakers of Other Languages (ESOL) (Grades P-12)

Candidates for degrees and licenses in these areas are advised by the Faculty of the Department

of Education. See an advisor for specific licensure requirements or visit the Department of Education website (www.washburn.edu/education).

K-6 Licensure Requirements-Professional Education

Pre-admission courses required for formal admission to teacher education:

ED 155 Teaching, Learning and Leadership

ED 165 ED 1: Examining Teaching as a Profession

ED 285 Educational Psychology

Education Core Courses

ED 275 ED 2: Exploring Teaching as a Profession

ED 295 ED 3: Experiencing Teaching as a Profession

ED 395 ED 4: Extending Teaching as a Profession

ED 345 Curriculum and Assessment

ED 302 Teaching Exceptional Learners

ED 420 Student Teaching

Elementary Methods Courses

Block A

ED 330 Teaching Social Studies

ED 335 Creative Experiences in Early Childhood/Middle School

ED 337 Social Studies Practicum

Block B

ED 305 Language and Literacy

ED 310 Teaching Mathematics

ED 315 Teaching Science

ED 317 Math/Science Practicum

Block C

ED 320 Teaching Reading

ED 325 Teaching Language Arts/Children's' Literature

ED 327 Literacy Practicum

KN 311 Motor Development and Creative Movement (fall) or KN 340 Adapted Physical Education (spring) or KN 344 Physical Education Activity Techniques IV (spring)

Professional Semester

ED 420 K-6 Student Teaching (students completing a concentration in addition to elementary education will complete one of the following ED 415 5-8 Student Teaching or ED 430 Student Teaching Birth-Grade 3 or SE 456 Special Ed Practicum I or ED 464 ESOL Practicum)

Content/General Education/University Requirements

Arts and Humanities

EN 101 First-Year Writing

EN 300 Advanced College Writing (Teaching Emphasis)

CN 150 Public Speaking

Art, Music or Theatre Arts Elective (from the Approved General Education List)

English, Philosophy, or Religion Elective (from the Approved General Education List)

Social Sciences

HI 111 History of the United States through the Civil War or HI 112 History of the United States since the Civil War

HI 100 Survey of Early World History or HI 101 Changing World History: Traditions and Transformations or HI 102 Modern World History

GG 101 Introduction to Geography or GG 102 World Regional Geography
PO 106 Government of the United States or PO 107 Kansas and the U.S. State and Local
Government
AN 112 Cultural Anthropology
EC 100 Introduction to Economics

Mathematics and Natural Sciences
MA 112 Contemporary College Mathematics (or higher)
MA 228 Mathematics for Elementary and Middle School Educators I
PS 126 Physical Science for Elementary Ed
BI 100 Introduction to Biology (General Emphasis)
BI 101 Introductory Biology Laboratory

Computer Information Sciences
CM 101 Computer Concepts and Applications, CM 105, MU 123 or KN 333 or passing score on
departmental exam

Courses for Early Childhood Unified Emphasis
ED 160 Introduction to Early Childhood Education
ED 343 Infants and Toddlers
ED 345 Practicum in Infants and Toddlers
ED 367 Curriculum in Preschool Education
ED 369 Practicum in Preschool Education
SE 460 Exceptionalities in Early Childhood
ED 376 Family, School, & Community
SE 420 Educational Planning for Children and Youth
ED 353 Assessment and Evaluation

Courses for Middle School English/Language Arts Emphasis
EN 330 American Literature through 1865
EN 133 Stories Around the World
EN 310 English Grammar and Linguistics
EN 320 Teaching Young Adult Literature
ED 340 Teaching Adolescents in the Middle Level
ED 348 Middle Level English/Language Arts Practicum

Courses for Middle School History Emphasis
HI 111 History of the United States through the Civil War

AND

HI 112 History of the United States since the Civil War
HI 100 Survey of Early World History

AND

HI 101 Changing World History: Traditions and Transformations
HI 322 Kansas History
HI 303 Colonial America to 1763 or any 300 Level American History
ED 340 Teaching Adolescents in the Middle Level
ED 346 Middle Level History Practicum

4. List any financial implications.

Assuming an increase of a few students in the program, a modest increase in revenue is expected. See the attached Pro Forma for details.

5. Are any other departments affected by this new program? No

Department
New Program Name

Program Name **BEd Elementary Education**

(e.g., FY13, FY14, etc.)

Revenue:	Year 0 - Preparation	Year 1		Year 2	
		# Students	# Cr Hrs	# Students	# Cr Hrs
Est. Students/Cr Hrs	0	5	30	10	30
Total Credit Hours	0	150		300	
Tuition Rate		292		292	
Other Revenue Sources					
Total Revenue	0	\$43,800		\$87,600	

Ongoing Expenses:	Year 0 - Preparation	Year 1	FTE	Year 2	FTE
1 st Faculty Member					
Benefits (25%)					
2nd Faculty Member					
Benefits (25%)					
3rd Faculty Member					
Benefits (25%)					
(Continue to add as needed)					
Secretary					
Benefits (25%)					
Adjunct Faculty					
Student stipends					
Supplies					
Marketing					
Travel					
Online Course Development					
Professional Development					
Accreditation/Membership					
Support Materials					
Total Expenses	-	-		-	
Total Net Revenue	\$ -	\$ 43,800		\$ 87,600	

One-time Startup Costs	Year 0 - Preparation	Year 1	Year 2
Furniture			
Office Equipment			
Computer/Software			
Other Electronic Hardware			
Renovation			
Program Equipment			
Initial Accreditation Costs			
Program Development			
Membership			

Department
New Program Name

Release Time to Develop
Consultant
Site Visit
Inservice/Preservice Prep

Footnotes:

Department
New Program Name

Year 3		Year 4		Year 5	
# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs
10	30	10	30	10	30
300		300		300	
292		292		292	
\$87,600		\$87,600		\$87,600	

Year 3	FTE	Year 4	FTE	Year 5	FTE
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-	-	-
\$ 87,600	\$ 87,600	\$ 87,600
Year 3	Year 4	Year 5

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Kevin Charlwood</u>	<u>Approve</u>	<u>2018-09-17</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2018-09-21</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-09-27</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-10-31</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-11-06</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

1. Title of Program.

Game Design Minor (CIP: 30)

2. Rationale for offering this program.

The gaming industry has been growing at an accelerated rate in the last decade. More students are interested in this area of study and in this employment opportunity. At Washburn, we already have faculty with expertise to support a minor in Game Design. Students from local high schools have indicated interests in attending schools with degrees in Game Design. By having a Game Design minor, prospective and current students could earn a minor in Game Design while preserving a major in already existing departments. This would allow them to gear the expertise their degree establishes towards a range of specific careers in the gaming industry. Existing courses already give our students background in simulations, video production, relevant business practices, the theory behind Game Design, a strong virtual art background, and coding techniques specific to Game Design. The minor would permit students to tailor their choices toward specific goals, depending on their interests within the gaming industry. The breadth of available courses would give students the versatility to enhance their employability in the areas of their choice. This minor in Game Design would allow students to gain knowledge and acquire hands-on skills that they will use to pursue careers in their chosen majors within the gaming industry.

3. Exact proposed catalog description.

Students will successfully complete (with a grade of "C" or better) 5 classes (15 credit hours) from among the following classes (each 3 hours) AT LEAST TWO OF WHICH MUST BE AR222, CM390, EC306, MM390 OR MA390:
AR221 Digital Painting and Drawing (prereq. AR120 or AR140)

AR222 Video Game Design (prereq. CM101, AR131)

AR326 2D and 3D Digital Animation

BU260 Business Plan Development

CM390 Game Design Coding

EC306 Game Theory (prereq. MA140 and MA141)

MM390 History of Video Gaming

MA390 Game Design (prereq. MA116 or MA112)

No more than two classes from a single department will count towards this minor. Additional classes as approved by the advisor of the minor could also count-in particular, courses that rely heavily on the use of games or game material are appropriate. Strong examples of this include:

HI300 Ancient Greece

HI300 Medieval Experience

HI300 Pirates of the Caribbean

HI300 Traditional Japan

HI334 Civilization of Ancient Rome

EC200 Principles of Microeconomics (A special section taught periodically with over 60% examples and case studies from the gaming industry, prerequisite MA116 - recommended or MA112 or higher)

The minor in Game Design allows students to develop knowledge and skills relating to the gaming industry. With a Game Design minor, students will enhance their marketability and gain insight into how to apply their expertise in the gaming industry while preserving their major in an already existing concentration. Students will be able to gear the expertise towards a career in the gaming industry, whether as a designer, developer, coder, graphic designer, artist, marketer, distributor, editor, advertiser, virtual enhancer, video producer, or any other related job. Depending on their interests, the courses in the minor will polish students' background in simulations, video production, relevant business practices, Game Design theory, virtual art, and coding techniques specific to Game Design. The breadth of available courses would give students versatility enhancing their employability in the areas of their choice. This minor in Game Design allows students to gain knowledge and acquire hands-on skills that they will use to pursue careers in their chosen majors within the gaming industry.

No more than two classes from a single department will count towards this minor. Additional classes as approved by the advisor of the minor could also count; in particular, courses that rely heavily on the use of games or game material are appropriate.

4. List any financial implications.

None.

5. Are any other departments affected by this new program? Yes

Art, Business, Computer Information Sciences, Economics, History, and Mass Media. This is an interdisciplinary minor.

Department
New Program Name

Program Name Game Design Minor	(e.g., FY13, FY14, etc.)									
	Year 0 - Preparation		FY19	FY20	FY21	FY22	FY23			FY23
Revenue:	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs
Est. Students/Cr Hrs	0	5	10	15	20	20	20	20	20	20
Total Credit Hours	0	150	300	450	600	600	600	600	600	600
Tuition Rate	292	292	292	292	292	292	292	292	292	292
Other Revenue Sources	0									
Total Revenue	\$43,800	\$87,600	\$131,400	\$175,200	\$175,200	\$175,200	\$175,200	\$175,200	\$175,200	\$175,200

Ongoing Expenses:	FY19	FY20	FY21	FY22	FY23	FTE
1st Faculty Member	3,780	3,780	3,780	3,780	3,780	3,780
Benefits (25%)						
2nd Faculty Member						
Benefits (25%)						
3rd Faculty Member						
Benefits (25%)						
(Continue to add as needed)						
Secretary						
Benefits (25%)						
Adjunct Faculty						
Student stipends						
Supplies	500	500	500	500	500	500
Marketing						
Travel						
Online Course Development						
Professional Development						
Accreditation/Membership						
Support Materials						
Total Expenses	4,280	4,280	4,280	4,280	4,280	4,280

Total Net Revenue	Year 0 - Preparation	Year 1	Year 2	Year 3	Year 4	Year 5
\$	\$ 39,520	\$ 83,320	\$ 127,120	\$ 170,920	\$ 170,920	\$ 170,920

One-time Startup Costs

Furniture

Office Equipment

Computer/Software

Other Electronic Hardware

Renovation

Program Equipment

Initial Accreditation Costs

Program Development

Membership

Release Time to Develop

Consultant

Site Visit

Inservice/Preservice Prep

Footnotes:

No new faculty requested, any new courses in Mathematics/Statistics will be taught with existing faculty.
Our current secretary in the department will assist with support needs as with all other Mathematics & Statistics courses.
Tuition rate of \$292/CH is for FY19 and is apt to increase each year.
New courses will either be absorbed into existing tenure-track faculty loads or if a new course replaces a course for an instructor, an adjunct will be required to cover a lower level course.
Current adjunct pay rate for those holding Master's sdegrees in FY19 of \$630/CH is also apt to increase. We assume one three-hour course per semester will be reassigned to an adjunct, meaning 6 CH/yr, so 6x\$630 = \$3,780/yr.
This interdisciplinary program consists of mostly existing courses.
All classes will be taught in existing facilities. Any new software costs will be absorbed by Mathematics & Statistics discretionary funds.
New course in Game Design will be developed by Dr. Porta, who will teach the new course in the new Game Design track.
The \$500 budgeted for marketing/advertising of the new secondary math track will come from mathematics discretionary funds held at the Foundation; some costs may be borne out of Enrollment Management as we advertise the new secondary education track during FY18.
Initially, we hope to transition existing students to the new Game Design minor and attract 5 new students into the minor who otherwise may not have come to Washburn University.
Assuming a 4-year time horizon to graduation, enrollment in the new track would stabilize at 20 students each year by year 4.

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>John Mullican</u>	<u>Approve</u>	<u>2018-09-17</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2018-09-21</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-10-01</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-10-31</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-11-06</u>
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

1. Title of Program.

Bachelor of Science in Forensic Biology (CIP: 26)

2. Rationale for offering this program.

The Biology Department is proposing to offer the B.S. degree in Forensic Biology to provide students with a degree program that would enable them to be competitive for jobs in the forensic biology field. This program is not only designed to meet the requirements set forth by the Federal Bureau of Investigation to obtain a position as a DNA analyst but also to meet the requirements for the Forensic Science Education Programs Accreditation Commission (FEPAC). There are less than 30 undergraduate institutions currently FEPAC accredited and none of these institutions are in the state of Kansas, meaning that Washburn University could become a regional leader in this area. Furthermore, the program would look to take advantage of the unique opportunity presented with the establishment of the Kansas Bureau of Investigation Forensic Science Center on campus in 2015. The access to a state-of-the-art forensic science facility in addition to potential internship opportunities will enhance Washburn's ability to attract and retain students interested in the forensic biology field.

3. Exact proposed catalog description.

The B.S. degree in Forensic Biology is designed to provide students with both the theoretical and practical knowledge required to obtain employment in the forensic biology field. The curriculum is rooted in a rigorous core of biology and other natural sciences, while also exposing students to legal and ethical considerations that are necessary for any career in forensic science.

REQUIREMENTS FOR FORENSIC BIOLOGY MAJORS

Forensic Biology majors must take the following 29 credit hours of Biology:

- BI 102 General Cellular Biology (5)
- BI 103 General Organismal Biology (5)
- BI 314 Statistics for Biologists (3)
- BI 333 General Genetics (4)
- BI 353 Molecular Genetics (3)
- BI 354 Molecular Biology Laboratory (3)
- BI 390 Biology Seminar (1) - Capstone Course
- BI 395 Biology Research (1) - Capstone Course
- BI 420 Forensic Molecular Biology (4) - Capstone Course

Forensic Biology majors must complete a minimum of 11 additional Biology electives (BI courses at the 300-level or higher).

The following non-biology correlate courses are required of Forensic Biology majors (60 credit hours total):

- CH 151/152 Fundamentals of Chemistry (1 year with lab) (10)
- CH 202 Professional Forensic Chemistry Seminar (2)
- CH 323 Advanced Forensic Chemistry (4)
- CH 340/342 Organic Chemistry I (with lab) (5)
- CH 341/343 Organic Chemistry II (with lab) (5)
- CH 350/351 Biochemistry I (5)
- MA 151 Calculus and Analytical Geometry I (5)
- PS 261/262 College Physics (1 year with lab) (10) OR
- PS 281/282 General Physics (1 year with lab) (10)
- PH 102 Ethics: Intro to Moral Problems (3) OR
- PH 214 Medical Ethics (3)
- CJ 115 Intro to Forensic Science (3)
- CJ 410 Criminal Procedure and Evidence (3)
- CJ 415 Forensic Sci Crim Justice (3)
- CJ 416 Forensic Sci Crim Justice Lab (2)

The Bachelor of Science (B.S.) in Forensic Biology requires a minimum of 40 BI hours plus the additional 60 credit hours of non-biology correlate courses as listed above. The coursework for the B.S. in Forensic Biology satisfies the 30-hour natural science concentration and is designed to meet the requirements for accreditation as outlined by the Forensic Science Education Programs Accreditation Commission (FEPAC). Depending upon a student's math competency, it will take approximately 124-127 credits to complete the B.S. degree in Forensic Biology.

4. List any financial implications.

With a conservative prediction of 9* B.S. students over the next 5 years (beginning 2019), we might predict a potential increase of \$175,784 in tuition revenue with little to no negative financial impact. The proposed degree program will utilize current faculty members and teaching laboratories in the Washburn University portion of the KBI Forensic Science Center (KBI 200). At least one new course will be developed for this program, BI 420 Forensic Molecular Biology. A budget exists to support courses in the forensic biology degree program, including this new course. Following Year 5, there will be an anticipated one-time cost of approximately \$5,000 to apply for FEPAC accreditation. Please see the attached pro forma document for details.

*The pro forma assumes that 3 students will graduate after Year 4 and that tuition will not

increase over the next 5 years.

5. Are any other departments affected by this new program? Yes

New students seeking the B.S. in Forensic Biology degree will increase the number of students taking courses in the following departments: CH, PS, MA, PH, CJ, and possibly PY and AN.

Department of Biology
Bachelor of Science (B.S.) in Forensic Biology

Program Name Bachelor of Science in Forensic Biology

Revenue:	Year 0 - Preparation	(e.g., FY13, FY14, etc.)		Year 2 FY21		Year 3 FY22		Year 4 FY23		Year 5 FY24	
		Year 1 FY20		# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs
Est. Students/Cr Hrs	0	1	32	2	32	4	32	6	31	6	32
Total Credit Hours	0	32		64		128		186		192	
Tuition Rate		292		292		292		292		292	
Other Revenue Sources											
Total Revenue	0	\$9,344		\$18,688		\$37,376		\$54,312		\$56,064	

Ongoing Expenses:	Year 0 - Preparation	Year 1	FTE	Year 2	FTE	Year 3	FTE	Year 4	FTE	Year 5	FTE
1 st Faculty Member											
Benefits (25%)											
2nd Faculty Member											
Benefits (25%)											
3rd Faculty Member											
Benefits (25%)											
(Continue to add as needed)											
Secretary											
Benefits (25%)											
Adjunct Faculty											
Student stipends											
Supplies											
Marketing											
Travel											
Online Course Development											
Professional Development											
Accreditation/Membership											
Support Materials											
Total Expenses											

Total Net Revenue \$ - \$ 9,344 \$ 18,688 \$ 37,376 \$ 54,312 \$ 56,064 \$ 175,784

One-time Startup Costs	Year 0 - Preparation	Year 1	Year 2	Year 3	Year 4	Year 5
Furniture						
Office Equipment						
Computer/Software						
Other Electronic Hardware						
Renovation						
Program Equipment						
Initial Accreditation Costs						
Program Development						
Membership						
Release Time to Develop						
Consultant						
Site Visit						
Inservice/Preservice Prep						

Footnotes:
The B.S. in Forensic Biology requires a minimum of 120 credits. Students should be advised that it may take 127-130 credits to earn the degree, depending upon their math competency. This pro forma is based on 127 credit hours. The number of students listed as 6 in Year 5 anticipates 3 graduating students and 3 new, incoming students.

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Kelly Huff</u>	<u>Approve</u>	<u>2018-05-04</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2018-05-21</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-05-23</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-08-29</u>
Accepted by CFC	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2018-09-17</u>
CAS Faculty	_____		
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

1. Title of Program.

Bachelor of Musical Arts (CIP:)

2. Rationale for offering this program.

During the 2016-2017 academic year, the Department of Music identified the need to explore solutions for students in the B.A. in Music program, as there has been a history of low achievement by those enrolled in the degree. The primary question posed to the faculty was whether we should consider developing program alternatives to better meet the needs of students whose interests fall outside the two professional degrees (the Bachelor of Music degree with a Major in Music Performance and Bachelor of Music degree in Music Education). The faculty affirmed the curriculum committee's goal to develop options that would provide the student with the sense of curricular rigor and structure found in the B.M. degrees, but leave room for individualized flexibility.

The ideal solution is to add the Bachelor of Musical Arts to the department's programs. It is a professional degree that requires the same performance-based assessments as the Bachelor of Music degrees, but is more interdisciplinary in scope. Beyond the core coursework in music, the B.M.A. requires (1) a complementary minor outside of the department and (2) a student-selected area of emphasis within music. It is especially attractive for those who intend to pursue graduate study in fields such as music theory, composition, music history, jazz, or music therapy.

Offering the B.M.A. at Washburn would distinguish us among our regional peers: the degree is not offered at any schools in Kansas. The closest institutions that offer the B.M.A. are University of South Dakota, Oklahoma Baptist University, and University of Oklahoma. It is a beautifully-customizable option for smaller departments such as ours. Washburn could offer a student a B.M.A. with a combination emphasis such as music history & theory, for instance, without duplicating the B.M. or B.A. degrees in Music History or Music Theory offered by the

University of Kansas. Furthermore, a student could plan a unique emphasis, such as conducting; an undergraduate degree in conducting is not available at any school in Kansas. A B.M.A. with a conducting emphasis would prepare a student to enter graduate study in choral or instrumental conducting.

3. Exact proposed catalog description.

BACHELOR OF MUSICAL ARTS DEGREE (120 HOURS)

The program leading to the Bachelor of Musical Arts degree is designed for students planning to pursue a diverse array of professional careers in music. The B.M.A. is a flexible and personalized degree that requires a complementary minor outside of music. With the help of the academic advisor, the student also selects a track of music electives that form an emphasis beyond the core music requirements.

Students pursuing this degree must complete the General Education requirements as listed in this catalog (with the addition of a correlate requirement in the Social Sciences of HI 105 Intro to World Music and Its History) and the following Music and Minor requirements:

GENERAL EDUCATION REQUIREMENTS - 39 Hours

Required Courses - 12 Hours

- WU 101 The Washburn Experience (3)
- EN 101 Freshman Composition (3)
- EN 300 Advanced Composition (3)
- MA 112 Essential Mathematics (or above) (3)

Social Sciences - 9 Hours

- HI 105 Introduction to World Music and its History (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines.

Natural Sciences and Mathematics - 9 Hours

- Elective (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines.

Arts and Humanities - 9 Hours

- Elective in Fine Arts (Art or Theatre) (3)
- Elective (3)
- Elective (3)

Courses must be taken in at least two disciplines.

MUSIC CONTENT, SKILLS, & PEDAGOGY - 45 Hours

Music Theory & Composition - 16 Hours

- MU 123 Computers & Music (1)
- MU 215 Music Theory & Aural Comprehension I (4)
- MU 314 Music Theory & Aural Comprehension II (4)

- MU 315 Music Theory & Aural Comprehension III (4)
- MU 316 Music Theory IV (3)

Music History - 8 Hours

- MU 325 Music History I (3)
- MU 326 Music History II (3)
- MU 327 Music History III (2)

Applied Music Lessons - 14 Hours

- Private Lessons in Concentration Area (12) and MU 070 Performance Class (0)
Students normally enroll for 2 hours of private lessons each semester; MU 070 Performance Class is required each semester.

- Piano: Must take at least 2 credits of group piano or piano lessons and pass the Piano Proficiency Exam prior to the 4th Semester Jury. For most, the following will be required:

- MU 133 Group Piano I (1)
- MU 134 Group Piano II (1)

Large Ensembles - 6 Hours

- All Bachelor of Musical Arts candidates are required to enroll in two large ensembles each semester of full-time enrollment. For large ensemble requirements particular to each instrument and degree, consult the Music Department Handbook (www.washburn.edu/music-handbook).

Small Ensembles - 1 Hour

- MU 250/450 Washburn Opera Studio (1) or MU 254/454 Small Ensemble (1)

ELECTIVES - 35+ Hours (Minor Outside of Music - 18 Hours; Emphasis Within Music - 18 Hours)

Minor Outside of Music (18)

- At least 18 hours must be taken as a minor area outside of music. The minor should support the student's musical interests and aspirations for career and/or graduate study. Recommended minors could include a modern language (French, German, or Spanish), English literature, psychology, business, mass media (film & video or applied media), computer information science, history, and theatre. The proposed curriculum must be approved by the student's B.M.A. advisor and an advisor in the minor.

Emphasis Within Music (18)

- At least 18 hours taken in music; the individual course of study should support the student's interest area within the discipline. The proposed curriculum must be approved by the student's B.M.A. advisor.

MUSIC DEPARTMENT BENCHMARKS

4th Semester Performance Proficiency Exam. Complete the following prior to scheduling the 4th Semester Performance Proficiency Exam:

- Piano Proficiency Exam (PPE)
- Rhythmic Perception Exam (RPE) - students deficient in rhythmic perception must take MU 122 Rhythmic Perception (1 credit; credit does not count toward degree requirements)
- Pass MU 133 Group Piano I with a C or higher
- Pass MU 215 Music Theory & Aural Comp I with a C or higher
- Complete 48 Recital Attendance Credits

Senior Recital: Pass Senior Recital Jury and present Senior Recital

Complete 45 hours of upper division work (300-400 level). Must complete the requirements of the

4th Semester Performance Proficiency Exam before enrolling in upper division music courses, ensembles, and lessons.

4. List any financial implications.

Little to no financial cost for startup; the degree can be offered using existing courses and faculty resources. However, if enrollment in the program increases beyond the capacity of the current faculty, addition of a faculty line may be necessary to expand upper-division elective offerings.

5. Are any other departments affected by this new program? No

Music Department
Bachelor of Musical Arts

Bachelor of Musical Arts

	FY19 Year 0 - Preparation	FY20 Year 1	FY21 Year 2	FY22 Year 3	FY23 Year 4	FY24 Year 5
Revenue:	# Students	# Cr Hrs	# Students	# Cr Hrs	# Students	# Cr Hrs
Est. Students/Cr Hrs	0	5	10	15	20	25
Total Credit Hours	0	150	300	450	600	750
Tuition Rate		281	281	281	281	281
Other Revenue Sources	0					
Total Revenue	\$42,150	\$84,300	\$126,450	\$168,600	\$210,750	
Ongoing Expenses:	Year 0 - Preparation	Year 1	Year 2	Year 3	Year 4	Year 5
1 st Faculty Member						
Benefits (25%)						
Secretary						
Benefits (25%)						
Adjunct Faculty						
Student stipends						
Supplies						
Marketing						
Travel						
Online Course Development						
Professional Development						
Accreditation/Membership						
Support Materials						
Total Expenses	-	-	-	-	-	-
Total Net Revenue	\$ 42,150	\$ 84,300	\$ 126,450	\$ 168,600	\$ 210,750	
One-time Startup Costs	Year 0 - Preparation	Year 1	Year 2	Year 3	Year 4	Year 5
Furniture						
Office Equipment						
Computer/Software						
Other Electronic Hardware						
Renovation						
Program Equipment						
Initial Accreditation Costs						
Program Development						
Membership						
Release Time to Develop						
Consultant						
Site Visit						
Inservice/Preservice Prep						

Footnotes: Total Credit Hours: 120 for the degree; divided by 4 years = 30 per year, per student.

Faculty Handbook Change

The College of Arts and Sciences is the core of Washburn University, providing an environment in which all students may obtain a liberal education within an urban setting. Maintaining a standard of excellence in all of its programs, the college strives to motivate and challenge students to develop creative thinking, aesthetic awareness, and discriminating judgment, as well as a sense of purpose and a zeal for continued independent and formal learning.

A. Composition and Responsibilities of the College Faculty

1. Composition

The voting faculty of the College of Arts and Sciences shall consist of the president, the vice president for academic affairs, the dean of the college, and full-time members of the university who are on an annual contract and hold faculty appointments in the College of Arts and Sciences with the rank of professor, associate professor, assistant professor, or instructor lecturer, or senior lecturer.

2. Responsibilities

- a. Subject to conformity with established university policies, the faculty shall initiate, institute and review college policies governing admission, retention and dismissal of students, curriculum design and requirements, methods of conducting its educational programs, faculty status and related personnel matters, the selection, evaluation and retention of the dean and chairpersons, and the use of resources.
- b. In accord with its policies, the faculty shall be responsible for implementing the curricula and awarding degrees. The faculty also makes recommendations concerning appointments, reappointments, decisions not to reappoint, promotion, granting tenure and dismissals of faculty members, selection, evaluation and retention of the dean and chairpersons, and, rules and structures under which the college functions. The faculty participates in the college's planning process and accreditation efforts.
- c. To insure ensure the principle of shared governance and to promote effective coordination between the college faculty and the college dean, decisions affecting the college should follow from deliberations between the two. The faculty recognizes the expertise and the responsibilities of the dean regarding such administrative matters as the budget, allocation of resources, compensation, scheduling, and communication. The dean recognizes the expertise and the responsibilities of the faculty regarding such academic matters as the curriculum, faculty status, tenure, and promotion.

3. Conduct

- a. The faculty of the college shall meet at least once each semester to hear a report from the dean concerning the affairs of the college and to consider matters for its approval. The dean shall preside and a secretary, elected annually from the faculty, shall maintain a record of the proceedings. Reports, minutes, and documents shall be preserved in accordance with university policy.

Commented [LS-1.1]: Substitute current mission statement: "The College of Arts and Sciences seeks to engage students in a principled search for intellectual growth and development. In the same progressive spirit that motivated its founders, the College strives to provide all students an education in the liberal arts, so they may acquire, create, communicate, and integrate knowledge to enrich their own lives and be prepared for positions of responsibility and usefulness as active citizens of their local communities and our global society. The College profits from its capital city location, embraces diversity in its faculty and student body, and promotes a shared purpose through interdisciplinary opportunities, small classes, and individual instruction."

Commented [MA2]: This needs to be removed, because of 0.5 and 0.75 FTE lecturers.

b. The college faculty may exercise its responsibilities through a representative College Faculty Council and its related committees. However, policies and guidelines involving changes in graduation requirements, in degrees and majors, in faculty status, and in college governance shall be forwarded to the college faculty for approval.

c. Action by the faculty or the College Faculty Council shall be binding:

i. Unless the dean of the college shall not concur, in which case the dean shall promptly communicate for the record reasons for nonconcurrence and request reconsideration by the faculty or its council. In the rare instances where the dean and the faculty or its council reach an impasse on matters of policy and action, the position of the faculty or its council and the dean's statement of nonconcurrence shall be forwarded for action to the vice president for academic affairs.

ii. Or, in the case of action by the College Faculty Council, unless challenged by a petition signed by no less than 10% of the college faculty and presented to the dean, who shall bring it before the college faculty for disposition at its next meeting. If specified in the petition, a special meeting of the college faculty shall be called for the consideration of the matter in question.

4. The College Promotion and Tenure Committee

The college ~~College Committee on promotion-Promotion and Tenure-committee~~ (CCPTC) is advisory to the dean of the college and consists of one member elected from each division for staggered two-year terms. Selection of replacement representatives of the CCPTC shall remain the responsibility of that representative's division. The members elect a chairperson from their number for a one-year term. Tenure and promotion petitions, together with the recommendations of the departmental committee and the department chairperson, are examined and a recommendation made to the dean based upon the committee's decision as to whether or not the petition demonstrates that the candidate has met the standards in each of the criteria: teaching, research and scholarship, and service.

C. Academic Departments

1. Authority and responsibilities of the department

a. Academic departments are composed of faculty members of the College of Arts and Sciences who hold faculty appointments in the department and report through the department chairperson to the dean of the college.

b. According to university policy, leadership of the department is assumed by the chairperson. The departments are responsible for the implementation of teaching by developing and reviewing curriculum and administering major, minor, and optional minor requirements; advising students; making recommendations concerning faculty appointments, retention, tenure, and promotion; encouraging and

supporting scholarly activity and professional service; initiating the purchase and maintenance of equipment and other materials; initiating acquisition of library holdings; initiating and responding to contacts with prospective students; and preparing budgets necessary to carry out these responsibilities.

c. Chairpersons shall regularly convene department members for information, discussion, and review and development of departmental policies. Policy decisions shall reflect this collegial process.

2. Authority and responsibilities of individual faculty

a. The authority of each faculty member is derived from appointment to an academic department within the university by the Board of Regents.

b. Each is responsible for the mastery of, and continuing contribution to, a scholarly discipline; the competent transmission of the discipline to students; and the exercise of professional judgment concerning curriculum, instructional methods, departmental equipment and material, quality of scholarly activity, faculty status, and those aspects of student life which relate to the educational process.

c. Faculty members are also answerable to their colleagues, their chairperson, and the dean for orderly and competent discharge of their responsibilities.

3. Department role in matters of faculty status

The department plays a major role in recruiting its faculty members, in encouraging their professional development, and in determining their status in retention, tenure and advancement.

a. The procedures and role for departments in recruiting new faculty are established by university policy (see University Faculty Handbook, Section 2.V., and Sections 3.I., II., III.A.).

b. Each department and its chair shall provide guidance for all its members through formal reviews and informal counseling.

1. Reviews shall be based on professional assessments of teaching, service, and, for tenured and tenure-track faculty, research and scholarship, and service in accord with university and departmental policies.

2. Records of formal reviews shall be maintained by department chairs in accord with university policies.

D. Divisions

1. Responsibilities of the divisions

a. Divisions within the college are the faculty of clusters of academic departments. Divisions

i. serve as conduits of information between the faculty and the dean, between the faculty and the College Faculty Council, and between the divisions and their elected representatives;

Commented [MA3]: We need to put this in here, because lecturers are members of the department but assessment of scholarship should not be part of their review process.

- ii. provide a forum for discussing college and/or university issues pertaining to the members;
- iii. elect representatives to appropriate college and university standing and ad hoc committees;
- iv. review and make recommendations concerning curriculum changes proposed by departments within the division.

b. The composition of divisions is based on academic relationships. The Current divisions within the college are: ~~include~~ humanities; social sciences; natural sciences, mathematics, and computer information sciences systems; creative and performing arts; and education and /kinesiology~~health, physical education and exercise science.~~ Changes in the number and composition of divisions are the responsibility of the college faculty.

c. Divisional conduct

- i. Each division shall meet regularly, establish its own rules of procedures, and elect its a chairperson and secretary from among its membership.
- ii. Each division shall review any curriculum change proposed by member departments. Changes requiring review include the addition or dropping of courses and changes in course level or credit. The division's recommendation shall be determined by a majority vote of the division's faculty who are present and forwarded with the proposal to the dean.

2. Responsibilities of the division chairperson

Divisional deliberations shall be presided over by an elected chairperson from among its own members for a term of two years. Individuals may not serve more than two consecutive terms and no member of the same department may succeed another as division chairperson. Chairpersons shall represent their divisions in the College Faculty Council as voting members.

E. College Faculty Council

1. Composition

Voting members of the faculty council shall include one representative from each academic department within the college, the elected chairpersons of each division, and the dean of the college, who shall be the council's presiding officer.

- a. Departmental representatives shall be elected annually by the voting members of the department. Department representatives may serve no more than three terms consecutively.
- b. Terms and procedures for selecting division chairpersons are provided for in section 8.I.D.2.

2. Responsibilities

As provided in section 8.I.A.3.b., the College Faculty Council is the agent of the college faculty, subject to conditions expressed in section 8.I.A.3.c.

3. Conduct

a. The council shall meet regularly, establish its own rules of procedures, and elect its a secretary from among its membership. It shall consider matters relevant to its jurisdiction brought to it by individual college faculty, the president, the vice president for academic affairs, the dean, department chairpersons, college divisions, or its established committees. The council may make recommendations concerning resources needed for the conduct of its obligations.

b. The secretary shall maintain an accurate record of the proceedings and actions of the council and its various committees, transferring to the university archives non-current records. The secretary shall distribute agenda notices of council meetings and minutes of meetings to the faculty of the college.

4. Committees

In acting as the agent of the faculty of the College of Arts and Sciences, the College Faculty Council (CFC) recognizes that its work may be effectively conducted through committees. The council shall determine the membership of the standing committees of the council; these committees, with the exception of the student academic appeals committee, shall elect chairs from among their own membership. The standing committees include the committee on committees, the curriculum committee, the professional development committee, and the resources committee, ~~and the student academic appeals committee~~. The council may impanel additional committees with specified responsibilities from among the membership of the college faculty.

a. Composition of committees

i. The CFC committee on committees (COC) is composed of division chairpersons.

ii. Membership on the professional development, resources, and curriculum committees is to be broadly representative of the college.

iii. Unless otherwise specified, each committee term is for one academic year.

iv. ~~The student academic appeals committee consists of the dean of the college (or the dean's designated representative) as chairperson; two members from each division elected for staggered two-year terms and three students matriculated in the College of Arts and Sciences, appointed yearly by the president of the Washburn Student Association.~~

Commented [LS-L4]:

b. Procedures for establishing committee composition

i. The CFC Committee on Committees (COC) shall prepare and present a slate of nominees for membership on the CFC committees to the CFC and the college faculty for approval. The COC may delegate the selection of the proposed slate of nominees to the Dean.

Commented [LS-L7]: This has been the practice.

ii. To assure the orderly impaneling of both the CFC and its committees, departments and divisions shall elect their representatives to the CFC prior to April 15 and submit the names of these representatives to the current secretary of the CFC.

iii. Prior to April 22, the current chairperson of the COC shall convene the new members of the COC for the next academic year. The COC shall then elect a chair from among its membership, determine the number of members needed for each CFC committee, solicit committee preference from among the members of the newly elected CFC, make nominations in light of those expressed preferences, and assure that the membership of each committee is broadly represented from across the college.

(a) Each member of the CFC shall serve on a standing committee, unless that member requests not to be nominated.

(b) If in the interest of balancing expertise and representation, the COC needs to expand any committee's membership from outside the CFC, it shall nominate additional members from among the college faculty.

iv. The COC shall present its slate of committee members to the newly elected CFC for its approval at the May meeting.

v. The CFC slate shall be presented to the college faculty at its first fall meeting for ratification. Additional nominees may be made and approved at that time.

c. Responsibilities of committees

i. The committee on committees shall establish committees as outlined above in section 8.1.E.4.b. If a vacancy occurs on one of the CFC committees, the COC shall name a replacement, subject to the confirmation of the CFC. Whenever the college is required to designate or elect faculty from among its membership to university committees for which nominations and/or election procedures are not otherwise provided, the COC shall serve as the nominating committee, subject to the confirmation of the CFC.

ii. The curriculum committee shall recommend to the council policies on: academic priorities, degree requirements and standards; academic major requirements; the awarding of academic credit and honors; and those matters of curriculum assigned to it by the council. The curriculum committee shall recommend action on departmental initiatives concerning new programs, program changes, and the addition, modification, or deletion of courses.

iii. The professional development committee shall recommend to the council policies concerning the following personnel matters: faculty support and evaluation in the areas of teaching, research and

scholarship, and service; faculty teaching loads; faculty grievances; selection, evaluation, and retention of chairpersons and the dean; and other personnel issues assigned by the council.

Commented [LS-L8]: This now goes to Faculty Affairs of Faculty Senate.

iv. The resources committee shall review policies and past allocations, recommend revisions of them, and act upon other matters concerning resources as they are assigned to it by the council. ~~The resource matters routinely assigned to this committee shall include those of faculty compensation and benefits.~~

Commented [LS-L9]: This now goes to Faculty Affairs of Faculty Senate.

v. ~~The student academic appeals committee acts on all student academic appeal requests except changes of grade.~~

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