

# CFC Meeting Agenda

February 7, 2018, 3:30 in the Vogel Room, Memorial Union

Rick Barker  
Michael Averett  
Karen Camarda  
Gloria Dye  
Karen Garrison  
Linzi Gibson  
Kristen Grimmer  
Danielle Head  
Rik Hine

Alex Klaes  
Rodrigo Mercader  
Linsey Modellmog  
Kara Kendall-Morwick  
Tony Naylor  
Michael O'Brien  
Holly O'Neill  
Leslie Reynard  
RaLynn Schmalzried

Jason Shaw  
Cherry Steffen  
Brian Thomas  
Jennifer Wagner  
Ye Wang  
Kerry Wynn  
Corey Zwikstra

I. Call to Order

II. \*Approval of CFC Minutes, November 29, 2017

III. Division Reports

None

IV. Committee Reports

A. \*Approval of Curriculum Committee Meeting Minutes (multiple meetings)

V. New Business

A. \*Program Change- MEd Special Educaiton High Incidence

B. \*Program Change- Bachelor of Arts in Mathematics (dated 10/09/17)

C. \*Program Change—Bachelor of Arts in Mathematics (dated 11-28-17)

D. \*Program Change-Bachelor of Science in Mathematics (dated 10/09/17)

E. \*Program Change—Bachelor of Science in Mathematics (dated 11-06-17)

F. \*Program Change—Bachelor of Science in Mathematics (dated 11-17-17)

G. \*Program Change—Bachelor of Science in Mathematics (dated 11-28-17)

H. \*Program Change—Bachelor of Arts in Kinesiology in Health and Fitness Promotion

I. \*Program Change—Bachelor of Science in Kinesiology in Exercise and Rehabilitation Science

J. \*Proposed changes to Degree Requirements and Catalog Language

1. Bachelor of Arts

2. Bachelor of Science

3. Associate of Arts in Natural Sciences and Mathematics

4. Associate of Arts in Humanities and Creative and Performing Arts

5. Associate of Liberal Studies

6. Bachelor of Science in General Science

VI. Other Updates

A. \*Undergraduate student level classification

VII. Announcements

VIII. Adjournment

\*See attachment

Upcoming Dates:     Next CAS Faculty Meeting: Wednesday February 28, 2018 at 3:00 pm in BTC  
                              Next CFC Meeting: Wednesday, March 7, 2018 at 3:30 pm in the Vogel Room

# CFC Meeting Minutes

November 29, 2017, 3:30 in the Vogel Room, Memorial Union

Rick Barker  
Michael Averett  
Karen Camarda  
Gloria Dye  
Karen Garrison  
Linzi Gibson  
Kristen Grimmer  
Rik Hine

Alex Klales  
Rodrigo Mercader  
Kara Kendall-Morwick  
Tony Naylor  
Michael O'Brien  
Holly O'Neill  
RaLynn Schmalzried  
Leslie Reynard

Jason Shaw  
Cherry Steffen  
Jennifer Wagner  
Ye Wang  
Kerry Wynn  
Corey Zwikstra  
Linsey Modellmog

- I. Call to Order at 3:34
- II. Email Policy Discussion with guest Jim Tagliareni, CIO and Director of Information Technology Services
  - A. Policy from 2005
  - B. Currently a committee discussing guidelines for email usage on campus
    1. Aware of concerns about the amount of emails
    2. Discussion of etiquette
    3. Do not want to disrupt these messages reaching their intended audience
    4. Not sure if faculty is represented on the committee
  - C. All faculty/staff used more than ever before
    1. Can create filter of All Faculty/Staff emails that you can read at your leisure
  - D. Can we turn of the "Reply All"? Can we opt in/out?
  - E. Emails ending up in the Clutter folder is a concern
    1. Committee can provide tips to turn Clutter off
  - F. Some faculty don't mind and even like getting All Faculty/Staff email
    1. Keeps faculty aware of campus events, faculty awards, etc.
  - G. Look for "Technology at a Glance" document via email
  - H. Logging in to computers on campus can take a long time
    1. Currently testing "roaming profiles" changes
    2. Internet speed should have increased substantially recently (last 60 days)
  - I. Mac users are having a lot of difficulty with the S-drive
    1. Losing access to folders
    2. Private folders have become public in the Music department
      - a. Problem was not corrected immediately
      - b. IT has to change folder access (faculty cannot)
  - J. Banner 9 going live the end of December 2018
  - K. Luminous 5 (front end for banner) will be updated in January 2018
  - L. Just installed 180 new access points on campus
    1. Wireless access should improve around campus
    2. Site surveys have been conducted (Phase I)
    3. Phase II will be assessing access and moving/adding access points
    4. Upgrading switches on campus
  - M. Working on improving security and backing up our records
  - N. Working on providing wireless connections to projectors in classrooms

### III. November 8, 2017 CFC Minutes Approved

#### IV. Division Reports

- A. Education and Kinesiology Division Minutes, September 20, 2017 Accepted
- B. Humanities Division Minutes, September 29 – October 23 (online) Accepted

#### V. Committee Reports

- A. Curriculum Sub-Committee Meeting Minutes November 2-14, 2017 (online) (Please note approval of WU 120 as general ed has been pulled for separate discussion and is listed under New Business), Accepted
  - 1. Provide course descriptions before vote
  - 2. Checking access for course/program changes
    - a. Department heads and division chairs currently have access

#### VI. New Business

- A. Gen Ed Approval – WU 120 Major and Career Exploration – The CFC voted unanimously against the proposal to offer WU120 for General Education credit
  - 1. Currently inter-disciplinary studies course
  - 2. Request to make the course a social science general ed course
    - a. For students who are not aware of disciplines within Social Sciences
    - b. Must be taught by social scientist
    - c. Social Science division approved the course, but the vote was not unanimous
  - 3. Issues discussed:
    - (a) Two credit course that must be taken concurrently with another one credit course
    - (b) Once we approve this, is a social scientist going to continue to teach it?
    - (c) Is this designed to recruit social science majors?
    - (d) To provide context for the division vote, this was brought to the division with another course that did not meet the standards for social sciences (one course was not approved, WU 120 was approved)
    - (e) Why not create a course for each of the three general ed categories?
    - (f) Student's should be exploring majors and careers as part of their job as a student
    - (g) We should set some ground rules for what courses should be included as gen ed social sciences (as well as other divisions)
    - (h) If CFC approves course, CAS will vote, then the General Ed committee

#### VII. Announcements

- A. Grades are due on Tuesday (not Wednesday)

#### VIII. Adjournment at 4:32 pm

#### Upcoming Dates:

Next General Faculty Meeting: Thursday, January 25, 2018 at 3:00 pm in Henderson 100

Next CFC Meeting: Wednesday, February 7, 2018 at 3:30 pm in the Vogel Room

Curriculum Committee of College Faculty Council (CFC-CC)  
Electronic Meeting Minutes: December 7, 2017

Participating Members: Linzi Gibson (Chair), Corey Zwikstra, Leslie Reynard, Danielle Head, Rodrigo Mercader, Kerry Wynn, Holly O'Neill, Cherry Steffen

Following email distribution of CFC approval requests and solicitation of electronic feedback, the CFC-CC voted to approve the following:

MEd Program Change  
Course Changes  
EN 101 Freshman Comp  
KN 266 Microcomputer Applications to Kinesiology  
KN 491 Field Experience 2 in Exercise and Rehabilitation Science  
KN 291 Field Experience 1 in Exercise and Rehabilitation Science  
KN 327 Physiology of Exercise Lab  
KN 330 Administration of Exercise and Rehabilitation Science  
KN 367 Therapeutic Exercise  
KN 497 Internship: Sport Management  
KN 498 Internship: Health and Fitness Promotion

Curriculum Committee of College Faculty Council (CFC-CC)  
Electronic Meeting Minutes: January 18, 2018

Participating Members: Linzi Gibson (Chair), Corey Zwikstra, Leslie Reynard, Danielle Head, Rodrigo Mercader, Kerry Wynn, Holly O'Neill, Cherry Steffen

Following email distribution of CFC approval requests and solicitation of electronic feedback, the CFC-CC voted to approve the following:

Program Changes  
Bachelor of Science in Mathematics  
Bachelor of Arts in Mathematics

Curriculum Committee of College Faculty Council (CFC-CC)  
Electronic Meeting Minutes: February 2, 2018

Participating Members: Linzi Gibson (Chair), Corey Zwikstra, Leslie Reynard, Danielle Head, Rodrigo Mercader, Kerry Wynn, Holly O'Neill, Cherry Steffen

Following email distribution of CFC approval requests and solicitation of electronic feedback, the CFC-CC voted to approve the following:

Program Changes  
Bachelor of Science in Kinesiology in Exercise and Rehabilitation Science  
Bachelor of Arts in Kinesiology in Health and Fitness Promotion

Med - Special Education High Incidence

Course Changes

KN 357 Sports Perform Train & Recond

KN 350 Eval of Athletic Injuries

KN 403 Biomechanics



**Washburn University**  
College of Arts & Sciences - Course Approval System

## Change Request Form

### Freshman Comp

What is the rationale for the change?

The English Department has voted unanimously to revise the course title and description for EN101 so as to reflect standard practice for similar introductory composition courses across the nation. The proposed new title, "First-Year Writing," is not only the preferred term at many colleges and universities, but it also fits better with Washburn University's own First-Year Experience and Student Success programs and courses. The course description for EN101 has also not been updated in decades, and we are proposing to update it as follows in order to have the description match the current USLOs and course content:

"Study of and practice with the processes of writing for college courses, especially discovering, drafting, reflecting, revising, and editing. Further attention given to research: rhetorical reading, citation integration, and effective documentation. Required, with a minimum grade of C, for graduation."

A previous request to re-title EN300 and revise the course description for that class in connection with the changes to EN101 has already been submitted. If approved, the new course title for EN300, "Advanced College Writing," would show an appropriate connection to the title "First-Year Writing" that also highlights the progression of skills and learning outcomes from EN101 to EN300.

Please indicate what about the course is to be changed?

- |  |  |
|--|--|
| <p><b>Yes Course Description (minor change)</b></p> <ul style="list-style-type: none"> <li>- Course Number</li> <li>- Credit Hours</li> <li>- Change from graded to credit/no credit</li> <li>- Requesting General Ed. Approval</li> </ul> | <ul style="list-style-type: none"> <li>- Course Description (substantive change)</li> </ul> <p><b>Yes Course Title</b></p> <ul style="list-style-type: none"> <li>- Course Prerequisites</li> <li>- Change from credit/no credit to graded</li> <li>- Other</li> </ul> |
|--|--|

If "Other", please specify:

Describe the nature of the proposed change (*include prerequisites if entering course description*):  
Change the course title of EN101 to "First-Year Writing."

Change the course description for EN101 to the following:  
Study of and practice with the processes of writing for college courses, especially discovering, drafting, reflecting, revising, and editing. Further attention given to research: rhetorical reading, citation integration, and effective documentation. Required, with a minimum grade of C, for graduation.

What, if any, additional equipment or facilities will be needed to teach this class?

None

- Course repeatable?

Effective date? Fall 2018

Initiator's E-mail Address: [vanessa.steinroetter@washburn.edu](mailto:vanessa.steinroetter@washburn.edu)





**Washburn University**  
College of Arts & Sciences - Course Approval System

### Course Information Form

Course Title: **Microcomputer Applications to Kinesiology**

Department: Kinesiology

Division: EDKN

Course Level: Undergraduate

Prefix: KN Course Number: 266

Effective Semester: Spring

Effective Year: 2019

Credits: 2

**Course Catalog Description** *(include prerequisites)*

This course examines computer technology applications and software related to Kinesiology and Physical Education.

**Prerequisites** *(please enter in textbox below and also in catalog description)*

Kinesiology or Physical Education Major, KN248 and KN250; or 54 credit hours and consent of instructor.

Restrictions? Majors only

Course offered? Every semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

N/A

Please state the rationale for offering this course:

This is the same course presently offered as KN333. We reevaluated the content and sequence in which it is offered and determined it should be listed as a 200 level course.

Is this course required for the major?  Y

If 'Yes', which major(s)?

Kinesiology and Physical Education

Does this course replace an existing course?  Y

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?

N/A

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**

1. The extent and nature of the reading required for this course.
2. The writing component of the proposed course both qualitatively and quantitatively.
3. How student learning will be assessed.



Spring 20xx  
9-9:50 & 11-11:50 Mon/Wed, Petro 211

Instructor: Ross Friesen E-Mail: ross.friesen@washburn.edu  
Office: PC 201-C Office Hours: 9:00–11:00 TR, 2:30-4:00 M-R, and by appt.  
Phone: 670-1759 (O)  
785-550-1310 (C)

#### Course Description and Objectives:

This course examines computer applications and software related to kinesiology and physical education. The course is designed to introduce you to the field of computer technology in kinesiology and physical education by providing a broad overview of the major topics in the area. The course objectives are:

1. Design document layouts that are properly formatted that can be implemented into exercise, sport, and physical education settings.
2. Create and format presentations for use in exercise, sport, and physical education settings.
3. Examine computer applications for use in exercise, sport, and physical education settings.
3. Develop and create instructional materials that can be applied to exercise, fitness, and sport settings.

#### Text:

None

#### Grading:

Assignments 50%  
Projects 50% (Newsletter; Powerpoint; Movie; Web Page)

\* In order to pass this course, you must complete each of the four projects.

All projects/assignments are due at the beginning of class on date assigned with a 20% automatic deduction and subsequent 10% deductions for each day late.

Attendance is expected. If you anticipate being absent, complete and turn in assigned work prior to the absence. You are allowed one absence. For every absence thereafter, your final grade will be reduced by two points.

\*You will need a USB Flash Drive (minimum 1 GB) to save movie files, large documents, etc. Available at Target, Best Buy, Wal-Mart, etc. (Approximately \$5-7 for 8 or 16 GB)

#### Tentative Course Schedule

Date Topic(s) Assignment  
Wed 1/18 Introduction, Syllabus, Windows Log-ins  
Mon 1/23 Web/Google Internet Search assignment  
Wed 1/25 MS Word Intro/Digital Camera  
Mon 1/30 MS Word - Formatting Memo, Functions assignment  
Wed 2/1 MS Word – Tables, Columns Tables, Columns assignments  
Mon 2/6 MS Word– clip art, QR Codes Formatting assignment/CR codes  
Wed 2/8 MS Word Brochure  
Mon 2/13 MS Word – Google Docs Google Drive/Docs  
Wed 2/15 Publisher Posters, Bus. Cards, Letterhead  
Mon 2/20 Publisher Brochure, Newsletter Project  
Wed 2/22 Movie Maker Slide show  
Mon 2/27 Movie Maker Fitness Movie  
Wed 3/1 Movie Maker Fitness Movie  
Mon 3/6 PowerPoint -Color Schemes; Bullets, Formatting PowerPoint assignment Newsletter Project Due  
Wed 3/8 PowerPoint -Outline; Slide Sorter PowerPoint Project  
Mon 3/13 Powerpoint – video, animations  
Wed 3/15 Prezi Prezi assignment  
3/20-24 No Class – Fall Break  
Mon 3/27 Prezi Powerpoint Project due

Wed 3/29 Powerpoint Poster  
 Mon 4/3 Excel - SUM, copy/paste, AutoFill, Formulas Fitness Center, Bowling  
 Wed 4/5 Excel – Functions BB assignment  
 Mon 4/10 Excel - Formulas/Formatting Movie Project  
 Salary assignment  
 Wed 4/12 Excel - Charts Charts assignments  
 Mon 4/17 Excel – Database Form letter  
 Wed 4/19 Movie Maker Project Bring clips to class  
 Mon 4/24 iPad apps  
 Wed 4/26 Google Sites - Web Page Design Movie Project due  
 Mon 5/1 Google Sites - Web Page Design  
 Wed 5/3 Google Sites - Web Page Design Web Page Project Due

#### UNIVERSITY ADDITIONS – COURSE SYLLABUS

##### Mission of the University:

Washburn University enriches the lives of students by providing opportunities for them to develop and to realize their intellectual, academic, and professional potential, leading to becoming productive and responsible citizens. We are committed to excellence in teaching, scholarly work, quality academic and professional programs, and high levels of faculty-student interaction. We develop and engage in relationships to enhance educational experiences and our community. Washburn University Board of Regents, 2010

##### Definition of a Credit Hour:

For every credit hour awarded for an undergraduate course, the student is typically expected to complete approximately one hour of classroom instruction, online interaction with course material, or direct faculty instruction and a minimum of two additional hours of student work each week for approximately 15 weeks for one semester or the equivalent amount of work over a different amount of time.

##### Notice of Non-Discrimination/Safe Educational Environment:

The University prohibits discrimination on the basis of race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, veteran status, or marital or parental status. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Pamela Foster, Equal Opportunity Director/Title IX Coordinator, Washburn University, 1700 SW College Ave, Topeka, Kansas 66621, (785) 670-1509, eodirector@washburn.edu.

##### Harassment & Discrimination

The University is required by federal laws to address complaints of discrimination and harassment. Faculty are considered responsible employees and as responsible employees, are required to report an incident of discrimination, sexual harassment, or sexual violence to Dr. Pam Foster. A faculty member is only required to report the name of the complainant, but may report more information at his or her discretion. A class assignment WILL NOT trigger an investigation or a report to Dr. Foster. Students and employees may file complaints with the Equal Opportunity Director/Title IX Coordinator, Dr. Pam Foster. <http://www.washburn.edu/statements-disclosures/equal-opportunity/how-to-file-a-complaint.html> or with Washburn University Police at (785) 670-1509.

##### Confidential Resources

On campus: University Counseling Services offers free, confidential counseling to students on any topic, including experiences with sexual assault or relationship violence:  
<http://washburn.edu/current-students/services/counseling/index.html>. Student Health Services offers confidential urgent care: <http://washburn.edu/current-students/services/health-services/index.html>

##### Student Services - Disability Services

The Student Services Office is responsible for assisting in arranging accommodations and for identifying resources on campus for persons with disabilities. Qualified students with disabilities must register with the office to be eligible for services. The office MUST have appropriate documentation on file in order to provide services. Accommodations may include in-class note takers, test readers and/or scribes, adaptive computer technology, brailled materials. Requests for accommodations should be submitted at least two months before services should begin; however, if you need an accommodation this semester, please contact the Student

Services Office immediately. Students may voluntarily identify themselves to the instructor for a referral to the Student Services Office. See contact information under On-Campus Resources below.

**Academic Misconduct Policy:**

All students are expected to conduct themselves appropriately and ethically in their academic work. Inappropriate and unethical behavior includes (but is not limited to) giving or receiving unauthorized aid on examinations or in the preparation of papers or other assignments, or knowingly misrepresenting the source of academic work. Washburn University's Academic Impropriety Policy describes academically unethical behavior in greater detail and explains the actions that may be taken when such behavior occurs. For guidelines regarding protection of copyright, consult <http://www.washburn.edu/copyright>. For a complete copy of the Academic Impropriety Policy, contact the office of the Vice President for Academic Affairs, Bradbury Thompson Alumni Center Suite 200, or go on-line to: <http://www.washburn.edu/academic-impropriety>.

**Withdrawal Policy:**

During fall and spring semesters, students may go online and withdraw from full semester courses through the second week of class with no recorded grade. From the third through the eleventh week a "W" is recorded for any dropped course. After the eleventh week, there are NO withdrawals, and a grade will be assigned for the course. These deadlines will be different for short-term, out-of-sequence, or summer courses. To view the deadline dates for your courses visit the "Last Day" Deadlines web page at: <https://www2-prod.washburn.edu/self-service/coursedates.php> Depending on the timing of the request to withdraw from a course, students may be eligible for a full or partial refund. Information regarding tuition refunds is available at <http://www.washburn.edu/current-students/business-office/tuition-refunds.html> Depending on the timing of the request to withdraw from a course, students may be responsible for repaying all or a portion of their financial aid. Students who do not attend their courses and fail to officially withdraw themselves will receive a grade of "F" and may also be required to repay all or a portion of their financial aid based on their non-attendance. For further information, contact the Financial Aid Office at (785) 670-1151 or e-mail [financialaid@washburn.edu](mailto:financialaid@washburn.edu).

**Attendance/Administrative Withdrawal:**

Although it is the student

Additional comments:

Is this course being proposed as a General Education course? N

Initiator's E-mail Address: [roy.wohl@washburn.edu](mailto:roy.wohl@washburn.edu)



**Washburn University**  
College of Arts & Sciences - Course Approval System

## Course Information Form

Course Title: **Field Experience 2 in Exercise and Rehabilitation Science**

Department: Kinesiology

Division: EDKN

Course Level: Undergraduate

Prefix: KN Course Number: 491

Effective Semester: Fall

Effective Year: 2018

Credits: 3 to 6

**Course Catalog Description** *(include prerequisites)*

This course is designed for students interested in gaining practical experience in settings related to exercise and rehabilitation science, such as athletic training, physical therapy, clinical exercise physiology, fitness/wellness, sports and conditioning or research settings.

Prerequisites: KN 291, KN 357 and KN410; current First Aid and CPR certifications must be on file prior to the start of the field experience.

**Prerequisites** *(please enter in textbox below and also in catalog description)*

Prerequisites: KN 291, KN 357 and KN410; current First Aid and CPR certifications must be on file prior to the start of the field experience.

Restrictions? Majors only

Course offered? Every semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

None

Please state the rationale for offering this course:

This course is part of a new BS Exercise and Rehabilitation Science degree being proposed. It provides the student with a practical experience in one or more settings related to a variety of professional careers such as: clinical exercise physiology, athletic training, physical therapy, occupational therapy and chiropractic to name a few.

Is this course required for the major? **Y**

If 'Yes', which major(s)?

Kinesiology Department: BS in Exercise and Rehabilitation Science

Does this course replace an existing course? **N**

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?

None

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**

1. The extent and nature of the reading required for this course.
  2. The writing component of the proposed course both qualitatively and quantitatively.
  3. How student learning will be assessed.
- KN 491 Field Experience 2 in Exercise and Rehabilitation Science (3-6) Fall 2018

Prerequisites: KN 291, KN 357 and KN410; current First Aid and CPR certifications must be on file prior to the start of the field experience

**COURSE DESCRIPTION:** Designed for students interested in gaining practical experience in settings related to exercise and rehabilitation science, such as athletic training, physical therapy, clinical exercise physiology, fitness/wellness, sports and conditioning or research settings.

**PREREQUISITES:** KN 291, KN 357 and KN410; current First Aid and CPR certifications must be on file prior to the start of the field experience.

**INTENDED AUDIENCE:** This course is required for students completing the BS in Exercise and Rehabilitation Science.

**COURSE OUTCOMES:**

1. To gain experience working in exercise and rehabilitation science related fields outside the traditional classroom setting.
2. Demonstrate ethical and professional responsibility in a professional setting
3. Observe and analyze experientially based settings
4. Identify skills and strategies for effective participation in exercise and rehabilitation science based fields
5. Produce a portfolio with a summary of field observations, projects, and experiences
6. Write a paper reflecting on the fieldwork experience
7. Evaluate strengths and weaknesses through site-supervisor evaluations
8. Meet and discuss observations with faculty supervisor
9. Complete 50 hours of fieldwork per credit hour.

**REQUIRED TEXTS:** Not applicable

**INSTRUCTIONAL PROCEDURES:** Fieldwork experience is gained under faculty supervision and supervision of the Site-Supervisor corresponding to mutually developed objectives.

**COURSE ASSESSMENTS:** The student will be expected to accomplish the following course activities:

1. Attend all sessions with faculty supervisor as requested.
2. Complete 50 hours per credit that the student registered for.
3. Keep a weekly Journal and submit it on time each week.
4. Keep and submit an Hourly Log signed by your site supervisor.
5. Make sure site supervisor submits the Midterm and Final Evaluation forms to the faculty supervisor.
6. Complete Portfolio and/or Reflection paper.

**GRADING:**

1. This is a Credit/No Credit class. In order to receive credit for this class all materials must be turned in. These include satisfactory Midterm and Final Evaluations, Hourly Log, Journals, Portfolio and/or Reflection Paper. Completion of these materials, with documentation of 50 hours per credit, will result in a Credit Grade for the course.

Contact Information for Faculty Supervisor:

Instructor: Loree Weir, Ph.D. Email: [loree.weir@washburn.edu](mailto:loree.weir@washburn.edu)  
Office: Petro Rm. 201 M Phone: 785-670-1398  
Office Hours: To be announced

Instructor: Matthew Heesch, Ph.D. Email: [matthew.heesch@washburn.edu](mailto:matthew.heesch@washburn.edu)  
Office: Petro Rm. 201G Phone: 785-670-1909  
Office Hours: To be announced.

Add others as teaching load becomes clearer.

## UNIVERSITY ADDITIONS – COURSE SYLLABUS

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## Student Services - Disability Services:

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behavior in greater detail and explains the actions that may be taken when such behavior occurs. For guidelines regarding protection of copyright, consult <http://www.washburn.edu/copyright>. For a complete copy of the Academic Impropriety Policy, contact the office of the Vice President for Academic Affairs, Bradbury Thompson Alumni Center Suite 200, or go on-line to: <http://www.washburn.edu/academic-impropriety>.

#### Withdrawal Policy:

During fall and spring semesters, students may go online and withdraw from full semester courses through the second week of class with no recorded grade. From the third through the eleventh week a "W" is recorded for any dropped course. After the eleventh week, there are NO withdrawals, and a grade will be assigned for the course. These deadlines will be different for short-term, out-of-sequence, or summer courses. To view the deadline dates for your courses visit the "Last Day" Deadlines web page at: <https://www2-prod.washburn.edu/self-service/coursedates.php> Depending on the timing of the request to withdraw from a course, students may be eligible for a full or partial refund. Information regarding tuition refunds is available at <http://www.washburn.edu/current-students/business-office/tuition-refunds.html> Depending on the timing of the request to withdraw from a course, students may be responsible for repaying all or a portion of their financial aid. Students who do not attend their courses and fail to officially withdraw themselves will receive a grade of "F" and may also be required to repay all or a portion of their financial aid based on their non-attendance. For further information, contact the Financial Aid Office at (785) 670-1151 or e-mail [financialaid@washburn.edu](mailto:financialaid@washburn.edu).

#### Attendance/Administrative Withdrawal:

Although it is the student's responsibility to initiate course withdrawals, an instructor, after due notice to the student, may request withdrawal of the student from a course because of nonattendance through the same date as the last day a student may withdraw from a course. This would NOT absolve the student of financial responsibility for tuition/fees for the course in question. The inclusion of this information in the course syllabus is considered due notice.

#### Official E-Mail Address:

Your Washburn University e-mail address will be the official address used by the University for relaying important messages regarding academic and financial information and the University will consider this your official notification for important information. It may also be used by your instructors to provide specific course information. If you prefer to use an alternate e-mail address to receive official University notices you can set a forwarding address in the Outlook Web App by following the steps below.

#### Outlook Web App: Set Forwarding Address

1. Go to <http://outlook.washburn.edu>
2. Sign in
3. Click the Gear in the upper right
4. Choose MyApp Settings > Mail
5. Select Accounts > Forwarding from the list on the left
6. Enter the email address to which you want to forward all your email.
7. Click the start forwarding button

It is your responsibility to ensure that your official e-mail box does not exceed your message quota resulting in the inability of e-mail messages to be accepted into your mailbox.

#### On-Campus Resources:

- Center for Student Success: Mabee Library, Room 201, (785) 670-1942, [advising@washburn.edu](mailto:advising@washburn.edu)
- Student Health and Counseling Services: Morgan Hall Room 140, (785) 670-1470, <http://www.washburn.edu/health>, <http://www.washburn.edu/counseling>
- Student Life Office: Morgan Hall Room 240, (785) 670-2100, <http://www.washburn.edu/studentlife>
- Student One Stop (S.O.S.): Morgan Hall Welcome Center, (785) 670-2162, [sos@washburn.edu](mailto:sos@washburn.edu), [www.washburn.edu/sos](http://www.washburn.edu/sos)
- Student Services (Disability and Veterans) Morgan Hall Room 105, (785) 670-1629, [student-services@washburn.edu](mailto:student-services@washburn.edu), <http://www.washburn.edu/student-services>

#### Additional comments:

Students are expected to provide their own transportation to field experience sites

Is this course being proposed as a General Education course?  N

Initiator's E-mail Address: [roy.wohl@washburn.edu](mailto:roy.wohl@washburn.edu)







**Washburn University**  
College of Arts & Sciences - Course Approval System

## Course Information Form

Course Title: **Field Experience 1 in Exercise and Rehabilitation Science**

Department: Kinesiology

Division: EDKN

Course Level: Undergraduate

Prefix: KN Course Number: 291

Effective Semester: Fall

Effective Year: 2018

Credits: 1

**Course Catalog Description** *(include prerequisites)*

This course is designed to help students explore exercise and rehabilitation professions, providing them a framework for the foundational knowledge and skills gained as an exercise and rehabilitation science major. Field observations exposing majors to potential careers and professional settings are included.  
Prerequisites: KN 248 & AL 101 or KN 250 & NU 101

**Prerequisites** *(please enter in textbox below and also in catalog description)*

Prerequisites: KN 248 & AL 101 or KN 250 & NU 101

Restrictions? Majors only

Course offered? Every semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

None

Please state the rationale for offering this course:  
This course is part of a new BS Exercise and Rehabilitation Science degree being proposed. It will expose the student to professional settings and different careers in exercise and rehabilitation science and help them begin to understand the possibilities that are available to them in preparation for field experience #2 later in the degree program.

Is this course required for the major? Y

If 'Yes', which major(s)?

Kinesiology Department: BS in Exercise and Rehabilitation

Does this course replace an existing course? N

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?

None

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**

1. The extent and nature of the reading required for this course.
  2. The writing component of the proposed course both qualitatively and quantitatively.
  3. How student learning will be assessed.
- KN 291 Field Experience 1 in Exercise and Rehabilitation Science (1) Fall 2018

**COURSE DESCRIPTION:** This course is designed to help students explore exercise and rehabilitation professions, providing them a framework for the foundational knowledge and skills gained as an exercise and rehabilitation science major. Field observations exposing majors to potential careers and professional settings are included.

**PREREQUISITES:** Prerequisites: KN 248, AL 101 or KN 250 & NU 101

**INTENDED AUDIENCE:** This course is required for students completing the BS in Exercise and Rehabilitation Science and should be taken within the first 4 semesters of beginning the major.

**COURSE OUTCOMES:**

1. Explore potential careers in exercise and rehabilitation science.
2. Differentiate between various professions in exercise and rehabilitation science.
3. Identify educational requirements, practice domains, and common skills associated with exercise and rehabilitation science professions.
4. Observe in a variety of exercise and rehabilitation science work settings.
5. Appreciate ethical and professional behavior in a professional setting.
6. Reflect on experiences as they relate to personal and professional goals and objectives and identify opportunities to enhance their future achievements

**REQUIRED TEXTS:** Not applicable

**COURSE REQUIREMENTS:** Students will complete observations at off-campus sites. Some of these sites may require students to provide proof of health insurance and up to date immunizations (MMR, TB, etc.) prior to fieldwork observations. Additionally, students are required to provide their own transportation to observation sites, purchase a professional nametag and wear professional attire consistent with the policies and expectations of the site.

**INSTRUCTIONAL PROCEDURES:** Hybrid course format utilizing class sessions, field observation at assigned on and off-campus sites and on-line discussion boards and assignments will be utilized. The first six weeks will meet one time per week for 50 minutes per session with the course instructor. The second six weeks will be comprised of 2-week observation blocks of 10 hours per block for a total of 30 hours of on-site observation. The observations will be under faculty oversight and direct supervision of a On-Site Supervisor. During this time, online discussion and assignments related to the observations will be completed. Finally, the last 2 weeks of the semester will again meet on campus in a cohort setting with the course instructor for two 50-minute sessions and culminate in creation of an individual educational action plan.

**COURSE ASSESSMENTS:** The student will be expected to accomplish the following course activities:

1. Attend and participate in class sessions with faculty instructor. (8 50 minute sessions)
2. Complete 30 hours of observation as schedule by the course instructor and supervised by an on-site supervisor
3. Participate in online discussions and assignments.
4. Complete an individual education action plan.

**GRADING:**

1. Standard grading scale for course participation, assignments, online discussions, and final individual education action plan using the following scale:  
90% - A 80% - B 70% - C 60% - D 50% - F
2. Students must complete the assigned 30 hours of observation in order to achieve a letter grade of 'C' or higher.

**COURSE MEETING TIME:** TBD

**COURSE INSTRUCTOR:** TBD

University Additions to Syllabus

<http://www.washburn.edu/faculty-staff/faculty-resources/policies-forms/forms/master-syllabus.docx>

Mission of the University:

Definition of a Credit Hour:

Notice of Non-Discrimination/Safe Educational Environment:

Harassment & Discrimination

Confidential Resources

University Diversity and Inclusion – Student Accommodations, Military Connected Certifications, LGBTQ+ Resources, Multicultural and Non-Traditional Student Resources

Academic Misconduct Policy:

Concealed Carry Policy:

Withdrawal Policy:

Attendance/Administrative Withdrawal:

Official E-Mail Address:

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- Center for Student Success: Mabee Library, Room 201, (785) 670-1942, <http://www.washburn.edu/success>
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- University Diversity and Inclusion (Disability and Veterans Services and more) Morgan Hall Room 105, (785) 670-1629, [diversity.inclusion@washburn.edu](mailto:diversity.inclusion@washburn.edu), <http://www.washburn.edu/diversity/multicultural/index.html>
- Student Success Week (Week before Finals): <http://www.washburn.edu/faculty-staff/faculty-resources/policies-forms/forms/success-week-policy.pdf>

Additional comments:

Students are expected to provide their own transportation to observation sites

Is this course being proposed as a General Education course? N

Initiator's E-mail Address: [roy.wohl@washburn.edu](mailto:roy.wohl@washburn.edu)



**Washburn University**  
College of Arts & Sciences - Course Approval System

### Course Information Form

Course Title: **Physiology of Exercise Lab**

Department: Kinesiology

Division: EDKN

Course Level: Undergraduate

Prefix: KN Course Number: 327

Effective Semester: Spring

Effective Year: 2019

Credits: 1

**Course Catalog Description (include prerequisites)**

Course Description: The purpose of this course is to gain an understanding of the physiology (neuromuscular, metabolic, and cardiopulmonary) of exercise, including the physiology of training (i.e. the acute responses and chronic adaptations that occur due to exercise). This course will reinforce the basic exercise physiology concepts via application, increase awareness of and proficiency in performing selected laboratory tests and measurements commonly used in exercise physiology studies of humans, and provide practice in the process of data collection, evaluation and reporting.

Prerequisites: BI 255; must be taken concurrently with KN 326.

**Prerequisites (please enter in textbox below and also in catalog description)**

Prerequisites: BI 255; must be taken concurrently with KN 326.

Restrictions? Majors only

Course offered? Every semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

None

Please state the rationale for offering this course:

There is considerable content to cover in KN326 Physiology of Exercise and this hasn't allowed enough time to properly practice the applied skills needed to accompany this course. The addition of this lab class will provide time to adequately cover the theoretical portion as well as the applied portion of exercise physiology.

Is this course required for the major? **Y**

If 'Yes', which major(s)?

Kinesiology > BS Exercise and Rehabilitation Science (new degree being proposed)

Does this course replace an existing course? **N**

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?

None

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**

1. The extent and nature of the reading required for this course.
2. The writing component of the proposed course both qualitatively and quantitatively.
3. How student learning will be assessed.

KN 327 Physiology of Exercise Lab  
Fall 2018 Course Syllabus

Instructor: Loree Weir, Ph.D.  
Office: Petro Rm. 201 M Phone: 785-670-1398  
Office Hours: TBA and by appointment Email: loree.weir@washburn.edu  
Course Time: M 2:00 – 3:50 p.m. in Room 226  
Credit: 1 Credit hour

Prerequisites: BI 255, and must be taken concurrently with KN 326.

Required Textbook: Housh, TJ, Cramer, JT, Weir, JP, Beck, TW, Johnson, GO (2016). Laboratory Manual for Exercise Physiology, Exercise Testing, and Physical Fitness. Scottsdale, Arizona: Holcomb Hathaway. ISBN: 978-1-62159-046-0

Supplemental Material: Readings of scientific research articles on selected topics will be required. Each student needs a calculator that performs basic math functions and a notebook to keep lab activities, article readings and discussion worksheets, assignments, and notes.

Course Description: The purpose of this course is to gain an understanding of the physiology (neuromuscular, metabolic, and cardiopulmonary) of exercise, including the physiology of training (i.e. the acute responses and chronic adaptations that occur due to exercise). This course will reinforce the basic exercise physiology concepts via application, increase awareness of and proficiency in performing selected laboratory tests and measurements commonly used in exercise physiology studies of humans, and provide practice in the process of data collection, evaluation and reporting.

Learning Outcomes: The student will:

- 1) Have gained selected laboratory skills commonly used in testing responses of humans to exercise;
- 2) Be able to apply exercise physiology concepts to real-world examples;
- 3) Be able to explain selected physical fitness test procedures and results of fitness tests in relation to norms; and
- 4) Be able to describe the importance of accurate data and limitations of data collected from human subjects in research related to problems in exercise physiology.

Laboratory Attendance and Make-Up Policy

Lab attendance is required. This class is participatory in nature and only meets once per week. Therefore, it is critical that students are present for each lab experience. Making up missing work will only be allowed with a documented excuse (death certificate, physician's note, etc.). This should be done prior to the absence whenever possible. Athletes should take this class during the off-season or, at a minimum, in consultation with the instructor and coach regarding possible required absences. An absence is defined as a student being more than 15 minutes late to class and/or missing class for any reason. Students are allowed one absence throughout the semester without losing course points. After the first absence, each subsequent absence is worth one letter grade. Therefore, after 3 absences the student will be asked to drop the class (this corresponds to 20% of the 15 laboratory periods in the semester. Late lab reports and assignments will receive half credit.

The course schedule is only tentative so changes can occur in the schedule. The instructor may modify, change, remove, or add material at any time not included in this syllabus as circumstances dictate. Any such changes made to the syllabus will be presented to the class as they occur.

Exams, Laboratory Reports, Quizzes, and Supplemental Readings:

Exams will cover textbook and supplemental readings, and any lecture materials presented during class. There will be a midterm and final laboratory exam. Exams will have a lecture section and a laboratory section, i.e. a written and a practical, hands-on section. The exams may be closed-book include definitions, multiple choice, fill in the blank, short answer, and essay questions, including calculations, or the exams may be take-home, open-book, open-note.

Lab Reports are intended to provide practical laboratory experiences related to the topics covered in KN326. However, not all topics/lectures will have a corresponding laboratory, and not all laboratories will perfectly match the lecture materials of the week. The laboratory reports will be due the week following each lab.

Research Article Assignments will require the student to read pertinent original research and review articles on selected topics and fill out a discussion worksheet prior to coming to lab, in order to be prepared to discuss concepts and exchange ideas with classmates.

Online Quizzes over laboratory textbook readings will be required prior to each data collection session in order to have the knowledge base necessary to have an effective and efficient laboratory experience

Evaluation:

Online Quizzes over assigned weekly readings (10) 10 Points each = 100 Points  
Laboratory Reports (10) 25 Points each = 250 Points  
Research Article Discussion Worksheets (4) 25 Points each = 100 Points  
Exams (2) 150 Points each = 300 Points

Grading Scale:

A – 90 – 100 %  
B – 80 – 89.99 %  
C – 70 – 79.99 %  
D – 60 – 69.99 %  
F - < 60 %

Student Responsibilities (Expectations for student success. What will you need to give this course?):

Come to class.  
Check D2L and your Washburn e-mail regularly. You are responsible for all announcements.  
Be prepared for each lab period. Read the readings associated with each lab and take the online quiz before class.  
Take notes during each class period, and rewrite/organize as needed.  
Review your notes frequently, memorizing as needed and understanding/being able to explain the physiological processes and lab procedures involved.  
Do not be disruptive to other students. Put away your cell phone during class.  
Do not rob yourself of the learning experience by cheating/plagiarizing your way through this course.  
Have a positive attitude and determine to put in the time and energy required to succeed.  
Ask for help in a timely way.

#### Academic Help

If you are having trouble with laboratory concepts, data collection procedures, or lab write-ups, or with the topics in your readings, come see me as soon as possible. I am your resource. You are the reason I am here. I am willing to help you, but you must ask!

The following will help you get the help that you need:

Use my e-mail for simple questions or visit the KN tutor for ongoing help.  
Visit during office hours or make an appointment if you want to be sure to find me.  
Let me know after lab if you have specific questions over the material covered that day.  
Do not wait until the night before an exam if you need help!

Include Master Syllabus Additions From Washburn University Below (Include statement regarding cheating/collusion/plagiarism).

Additional comments:

Is this course being proposed as a General Education course? N

Initiator's E-mail Address: roy.wohl@washburn.edu



**Washburn University**  
College of Arts & Sciences - Course Approval System

### Course Information Form

Course Title: **Administration of Exercise and Rehabilitation Science**

Department: Kinesiology Division: EDKN

Course Level: Undergraduate Prefix: KN Course Number: 330

Effective Semester: Fall Effective Year: 2018 Credits: 3

**Course Catalog Description** *(include prerequisites)*

This class is designed to provide foundational information relating to the Administration of Exercise and Rehabilitation Science professions for Kinesiology majors who intend on pursuing Exercise or Rehabilitation Science professions. Students will learn the importance of quality management of financial, human, and facility resources. Prerequisites: KN 291 and 54 credit hours

**Prerequisites** *(please enter in textbox below and also in catalog description)*

Prerequisites: KN 291 and 54 credit hours

Restrictions? Majors only Course offered? Every other semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

None

Please state the rationale for offering this course:

This course is part of a new BS Exercise and Rehabilitation degree being proposed. Students pursuing this degree will typically end up in administrative positions in their careers, with responsibilities for overseeing fiscal management and facility operations, as well as decisions related to programming, safety concerns and human resources. Students need to have a foundation in administrative principles and applied experiences in these areas prior to being hired.

Is this course required for the major? **Y**

If 'Yes', which major(s)?

Kinesiology: BS Exercise and Rehabilitation Science

Does this course replace an existing course? **N**

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?

None

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**

1. The extent and nature of the reading required for this course.
2. The writing component of the proposed course both qualitatively and quantitatively.
3. How student learning will be assessed.

Kinesiology Dept

KN 330 Administration of Exercise and Rehabilitation Science

Class Time: TBD

Location: PC 121

Instructor: Karen Garrison, MA, LAT, ATC

Phone/Contact: Phone: (785) 670-1461

Email: karen.garrison@washburn.edu

Office Hours:

Prerequisites: 54 hours

Text: Olden, P. Management of Healthcare Organizations: An Introduction (2nd Edition)

Supplemental Texts: See Assignment Section

#### Course Description:

This class is designed to provide foundational information relating to the Administration of Exercise and Rehabilitation Science professions for Kinesiology majors who intend on pursuing Exercise or Rehabilitation Science professions. Students will learn the importance of quality management of financial, human, and facility resources.

#### Course Objectives:

Upon successful completion of this course, each student will:

1. Understand the role of various exercise and rehab professions in the medical team and how to work within the medical team.
2. Identify leadership/management theories and styles; perform a self-evaluation of leadership skills and an action plan for improvement.
3. Learn what managing a program entails. The student will be exposed to program planning and maintenance; staff evaluation, hiring, firing, and maintenance; searching for a job; creating job descriptions/postings; creating policy and procedures; vision and mission statements; meeting management; and implementing good communication to avoid conflict.
4. Understand the various financial duties and expectations of many exercise and rehab professions such as: create and maintain inventory, supplies and budgets; roles within insurance reimbursement;
5. Learn how health insurance needs affect patient care in an exercise and rehab profession setting.
6. Demonstrate knowledge in regards to legal concerns within exercise and rehab professions, preventing litigation, risk management and laws that apply. Students will be expected to learn the differences between healthcare laws, tort laws, negligence, liability, and privacy issues. Students will demonstrate knowledge of proper techniques and the importance of documentation as it relates to legal issues in exercises and rehab professions.
7. Understand facility design and management up for exercise and rehab facilities. Design an effective and realistic exercise and/or rehab facility. Understand the implications that facility design and management have on patient and client outcomes.
8. Identify ethical and diversity related implications in exercise and rehab professions and how to effectively manage those situations.

#### Assignments:

Written Exams: There will be two written exams and one final exam. Exams will cover course material, assigned reading, supplemental reading & lecture. All exams are comprehensive. Regular class exams will focus on specific chapters but may also include previous material at the discretion of the instructor. Each exam will be 100 pts. Exams typically are a combination of multiple choice, essay, short answer & matching.

Homework: Throughout the semester students may have worksheets or other specified short papers to complete. (Leadership Paper: 25 pts; Professional Differentiation: 15 pts; any additional homework) Total Points: 40-80 points

Book Review & Practical Application Project: Students will read and review books of their choice as approved by the instructor. This text must pertain to leadership, personnel management, self improvement, motivation, or any other book related to administrative skills. The purpose of this assignment is to challenge the student to find a resource outside of class to develop leadership, management or motivational skills. Upon completion of the book, students will write a three to four page book review and applications paper. Your review of the text should include a brief summary of the book, likes, dislikes, helpful, not helpful etc. In addition, you are to specifically attempt to apply techniques learned in each book and document the results. The review is worth 50 points.

Facility Design: Students will design an exercise or rehab facility per provided provisions. This facility is to be designed with function, aesthetics, practicality and the needs of the given institution in mind. The physical design will also be accompanied by a three page paper detailing how the decisions were made for the layout design. The paper is to also include construction specifics, positive and negative attributes of the design and any other considerations needed for the facility. 100 pts

Resume and Cover Letter: Students will be required to create a resume and cover letter for a graduate assistant position. This resume is to reflect their qualifications as they currently have them. The cover letter is



to be written as if they were really applying for this position. Points will be given on format, quality and content.  
(50 pts: 25 pts for each)

Budget: Students will be required to create a budget for an organization based off of a specific set of circumstances and money allotment. (50 points)

Student Presentation: Each student will give a 10 minute presentation to the class. The presentation will cover a topic relative to the students intended profession. Each student will be graded by their peers as well as the instructor. (50 pts)

Written Exams Four exams (100 pts. Each) 400 possible points  
Homework 40-80 possible points  
Book Review 50 possible points  
Facility Design 100 possible points  
Resume and Cover Letter 50 possible points  
Budget 50 possible points  
Student Presentation 50 possible points

\*\* This list is not comprehensive. Assignments can be added at any point in the semester for any given amount of points possible.

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

Cell Phones & Texting:

Cell phones are not allowed to be used in class, this includes text messaging. Please turn off your phones. If you fail to comply with this policy, you will be asked to leave class.

Amending Syllabus: The instructor reserves the right to make changes to the syllabus, course content, course assignments and grading if necessary. Students will be notified in a timely manner if necessary.

Attendance:

Attendance is required and expected. There is a direct correlation to student success and class attendance. You will be excused for school sponsored events, sickness, or family emergencies. If you are to miss a class you must notify the instructor in advance. If you miss an assignment, quiz or test due to an unexcused absence you will not be allowed to make it up. If you are to miss an assignment, quiz or test due to an excusable circumstance, you are required to make arrangements with the instructor PRIOR to your absence to fulfill the assignment. Three absences will result in a drop of one letter grade on your final course grade (10%). Each subsequent unexcused absence will result in additional 5% drop in your grade.

Kinesiology Dept. Washburn University  
KN 330

Class 1 Introduction, Syllabus, Expectations, Major Assignment Review  
Class 2 The Medical Team and Medical Profession Differentiations Professional Differentiation Ass. Due (15 pts)  
Class 3 Conflict and Communication: Relating to Other Exercise and Rehab Professionals  
Class 4 Professionalism and Professional Responsibility  
Class 5 Student Presentations Student Presentations  
Class 6 Student Presentations Student Presentations  
Class 7 Leadership/Management  
Class 8 Leadership Behavior and Tools and Management Styles Leadership Paper Due (25 pts)  
Class 9 TEST 1  
Class 10 Human Resources  
Class 11 Cover Letters and Resumes  
Class 12 Interviewing  
Class 13 Managing Technology  
Class 14 Professional Burnout Resume/Cover Letter Due  
Class 15 Proper Documentation  
Class 16 Fiscal Management  
Fiscal Management: Budget Assignment Book Review Paper Due  
Class 17 Insurance Definitions  
Class 18 Types of Insurance  
Class 19 TEST 2  
Class 20 Patient and Client Outcome Measures Budget Ass. Due  
Class 21 Legal Terms and Legal Issues in Healthcare  
Class 22 Protection from Litigation  
Class 23 Forming and Planning a Medical Team  
Class 24 Forming and Planning a Medical Team  
Class 25 Facility Design and Design Project

Class 26 WU Facility Evaluation/Facility Comparisons  
 Class 27 Professional Ethics in Exercise and Rehab  
 Class 28 Diversity in Exercise and Rehab Facility Design Due  
 Class 29 Ethical and Diversity Scenarios- class discussion  
 FINAL Exam

#### University Additions to Syllabus

Link to the University Syllabus

<http://www.washburn.edu/faculty-staff/faculty-resources/policies-forms/forms/master-syllabus.docx>

#### Concealed Carry Policy:

Washburn University has regulations and procedures in place to address concealed carry of weapons on campus. Those regulations and procedures can be located at <http://www.washburn.edu/concealedcarry>. If you intend to carry a concealed weapon in a backpack/purse/handbag, as allowed by the regulations and procedures, it is your responsibility to make arrangements for your concealed weapon in order to remain compliant with the regulations and procedures.

There may be times where as part of your class participation, you will be required to leave your seat and you will not be able to have your backpack/purse/handbag with you. Any class session listed as a lab day in the course outline means it is likely that you will be away from your desk area/backpack/purse/handbag for a course activity. For more information about concealed carry, you may contact WU Police at 785-670-1153 or you may find this informational video helpful: <https://www.youtube.com/watch?v=-5G0k9fP8l0&feature=youtu.be>

#### Mission of the University:

Definition of a Credit Hour:

Notice of Non-Discrimination/Safe Educational Environment:

Harassment & Discrimination

Confidential Resources

University Diversity and Inclusion – Student Accommodations, Military Connected Certifications, LGBTQ+

Resources, Multicultural and Non-Traditional Student Resources

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Concealed Carry Policy:

Withdrawal Policy:

Attendance/Administrative Withdrawal:

Official E-Mail Address:

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- Student Health and Counseling Services: Morgan Hall Room 140, (785) 670-1470, <http://www.washburn.edu/health>, <http://www.washburn.edu/counseling>
- Student Life Office: Morgan Hall Room 240, (785) 670-2100, <http://www.washburn.edu/studentlife>
- Student One Stop (S.O.S.): Morgan Hall Welcome Center, (785) 670-2162, [sos@washburn.edu](mailto:sos@washburn.edu), [www.washburn.edu/sos](http://www.washburn.edu/sos)
- University Diversity and Inclusion (Disability and Veterans Services and more) Morgan Hall Room 105, (785) 670-1629, [diversity.inclusion@washburn.edu](mailto:diversity.inclusion@washburn.edu), <http://www.washburn.edu/diversity/multicultural/index.html>
- Student Success Week (Week before Finals): <http://www.washburn.edu/faculty-staff/faculty-resources/policies-forms/forms/success-week-policy.pdf>

Additional comments:

None

Is this course being proposed as a General Education course? N

Initiator's E-mail Address: [roy.wohl@washburn.edu](mailto:roy.wohl@washburn.edu)





**Washburn University**  
College of Arts & Sciences - Course Approval System

### Course Information Form

Course Title: **Therapeutic Exercise**

Department: Kinesiology

Division: EDKN

Course Level: Undergraduate

Prefix: KN Course Number: 367

Effective Semester: Fall

Effective Year: 2018

Credits: 3

**Course Catalog Description** *(include prerequisites)*

This course is designed to provide Kinesiology majors with theoretical basis, comprehension and synthesis in the application of therapeutic exercise to address metabolic disease and musculoskeletal disorders. Students will develop specific exercise approaches for a varied population of people with a variety of special conditions to improve movement, function and quality of life.

Prerequisite: KN 321

**Prerequisites** *(please enter in textbox below and also in catalog description)*

Prerequisite: KN 321

Restrictions? Majors only

Course offered? Every other semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

None

Please state the rationale for offering this course:

This course is part of a new BS Exercise and Rehabilitation degree being proposed. It was previously listed as KN355 Therapeutic Modalities and Exercise Injury Management and part of the Athletic Training degree requirements. The AT degree is now being phased out over the next two years. The course content in this new course is being modified to prepare those students planning on pursuing a variety of graduate and professional allied health-related degree programs upon graduation, rather than going to a specific athletic training graduate school.

Is this course required for the major? **Y**

If 'Yes', which major(s)?

Kinesiology: BS Exercise and Rehabilitation Science

Does this course replace an existing course? **Y**

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?

None

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**

1. The extent and nature of the reading required for this course.
2. The writing component of the proposed course both qualitatively and quantitatively.
3. How student learning will be assessed.

KN 367-Therapeutic Exercise

Semester TBD

Instructor: John Burns, MS, ATC, LAT Phone: (785) 670-2155 Email: john.burns@washburn.edu

Office: Petro 201B Hours: By appointment

Course Time: TBD Room: TBD

Required Texts: Higgins, Michael, (2011). Therapeutic Exercise, From Theory to Practice. FA Davis

Online Resources: Exercise Text: <http://davisplus.fadavis.com/>

**Purpose/Scope:** This course is designed to provide Kinesiology majors with theoretical basis, comprehension and synthesis in the application of therapeutic exercise to address metabolic disease and musculoskeletal disorders. Students will develop specific exercise approaches for a varied population of people with a variety of special conditions to improve movement, function and quality of life.

**Prerequisite:** KN 321 – Anatomical Kinesiology

**Course Objectives:** Upon completion of this course the student will:

- Describe the physiologic response to musculoskeletal trauma, pain, and tissue healing and explain the implications related to selection and progression of specific exercises.
- Express the medical and surgical approaches to common musculoskeletal injuries and disorders and identify the implications for therapeutic exercise intervention.
- List common treatment procedures for cardiovascular disease, including preventative, pharmaceutical, surgical, and exercise-related approaches.
- Interpret terminology, explain the principles and basic concepts of, describe the set-up, indications, contraindications, and effects associated with, and demonstrate example exercises of the following therapeutic exercises:
  - a. Range of Motion exercise including active, active-assisted, passive ROM & stretching and joint mobilization.
  - b. Progressive resistive exercise including isometric, isotonic, and isokinetic exercises for both open and closed kinetic chains.
  - c. Neuromuscular control and stability exercises including PNF exercises and those for posture, balance, and proprioception.
  - d. Musculoskeletal and cardiorespiratory fitness specific exercise.
  - e. Aquatic exercise.
- Demonstrate appropriate exercise progressions and strategies to improve movement and function in clients with musculoskeletal disorders.
- Understand and implement exercise recommendations for individuals with cardiovascular disease, including CAD, blood lipid disorders, and hypertension.
- Describe the mechanical, electrical, and other related principles applied to the design and use of therapeutic exercise equipment.

**Course Description:** This course will consist of lecture and discussion based sessions with a focus on theoretical and scientific information and practical application. Experiential labs and projects will also be included. This information will be evaluated at the knowledge, comprehension, and application levels of blooms taxonomy.

**Attendance:** You are expected to be in class, properly prepared, appropriately dressed, and to participate in the discussion planned for that day. Participation is a major component of attendance. Please be aware that attendance is taken every class period. Absences CANNOT be made up. Most classes involve quizzes which are for points. If you miss class or fail to participate you cannot make up class points for that day. It is the student's responsibility to notify the instructor in advance (or within 24 hours of absence) if class must be missed. Excused absences are at the discretion of the instructor. Notifying a fellow classmate to inform the instructor of your absence is unacceptable.

Attendance points will be deducted from your total points in the following manner:

- 1 absences will be allowed
- 2nd absence = 5 pt. deduction in addition to missed class points
- 3rd & 4th absence = 10 pt. deduction in addition to missed class points
- Each additional absence = 1 letter grade reduction.

Tardiness is an indication of a lack of preparation and is a disruption to the instructor and your classmates. Students tardy on quiz or test days will not be allowed to make up the quiz or exam. Students more than a few minutes late (>5) will be counted as absent. The instructor reserves the right to assign additional homework or other requirements to students who are tardy.

Please turn off cell phones, pagers, and any other devices which may ring or sound alarms during the course. It is not acceptable to answer or leave class to answer your cell phone. Additionally, text messaging during class is unacceptable. These incidents will not be tolerated and may result in expulsion from the class for the remaining period and will count as an absence.

Evaluation: Approximate Points  
 Exams – 75-100 pts. each 300  
 Chapter Assignment & Quizzes 100  
 Scholarly Paper 100  
 Surgical Procedures Assignment 100

Grading Scale: A = 90 – 100% B = 80 – 89%  
 C = 70 – 79% D = 60 – 69% F = < 60%

The course instructor reserves the right to modify tests, assignments, and course points to accommodate learning.

- Unit Exams: The exams are worth 60 - 75 points each and consist of multiple choice, true false, short answer, and application questions. If you are unable to attend class on the day of an exam, arrangements to take the exam must be made in advance. If arrangements cannot be made due to an emergency, you must call me before 8:15 a.m. the day of the exam in order to be able to make it up. Make-up exams will be scheduled only if you comply with the above instructions. Failure to do so will result in the loss of all points for the exam. Tardiness on test day will not be tolerated. Once tests are distributed to peers, tests will not be given to late arrivers. The final exam is comprehensive
- Quizzes will be given at the discretion of the course instructor.
- Class Discussion Quizzes. The instructor will utilize a classroom response “clicker” system, to assess student learning and understanding. Points may be awarded for some of those questions each class.
- Announced and announced in class quizzes may also be given with various amounts of points awarded.
- Scholarly Paper Project: Students will write a reflective paper related to the exercise program design for a condition and patient population of their choosing. The paper should be well written and supported by appropriately referenced scholarly sources and focused on contemporary evidence related to management, treatment and rehabilitation of the selected topics. Additionally, students will conduct an interview of a clinician with an expertise in treatment, rehabilitation or therapeutic exercise programming to garner practical information related for their selected topic. Finally, students will submit a comprehensive descriptive paper of their findings.
- Surgical Procedures Assignment: This assignment is designed to introduce students to surgical processes through completion of on-line tutorials and observation of videos of surgeries and reflective questioning.
- Chapter Assignments & Worksheets: Chapter assignments and worksheets will be given at the discretion of the course instructor to facilitate learning and reinforce concepts
- Late Work: Projects/Assignments/Labs turned in late will be accepted with the following penalties: 1 day late = 25% credit reduction, 2 days late = 50% credit reduction, 3 days late = not accepted; 0 points issued.
- Guest Lectures & Professional Activities: At the clinical instructor’s discretion, guest lectures and and/or other professional activities may be arranged. Students will be expected to attend guest lectures and educational presentations by local sports medicine professionals, ask pertinent questions, and take advantage of the opportunity to develop new skills as assigned by the course instructor. Points may be awarded or deducted at the instructor’s discretion.
- Bring your textbook and course notes to class on all lecture and lab days – Students are expected to read associated chapters prior to lecture/discussion dates. Please see the course outline for chapter reading assignments.

University Additions to Syllabus

Link to the University Syllabus

<http://www.washburn.edu/faculty-staff/faculty-resources/policies-forms/forms/master-syllabus.docx>

Concealed Carry Policy:

Washburn University has regulations and procedures in place to address concealed carry of weapons on campus. Those regulations and procedures can be located at <http://www.washburn.edu/concealedcarry>. If you intend to carry a concealed weapon in a backpack/purse/handbag, as allowed by the regulations and procedures, it is your responsibility to make arrangements for your concealed weapon in order to remain compliant with the regulations and procedures.

There may be times where as part of your class participation, you will be required to leave your seat and you will not be able to have your backpack/purse/handbag with you. Any class session listed as a lab day in the course outline means it is likely that you will be away from your desk area/backpack/purse/handbag for a course activity. For more information about concealed carry, you may contact WU Police at 785-670-1153 or you may find this informational video helpful: <https://www.youtube.com/watch?v=-5G0k9fP8I0&feature=youtu.be>

Mission of the University:

Definition of a Credit Hour:

Notice of Non-Discrimination/Safe Educational Environment:

Harassment & Discrimination

Confidential Resources

University Diversity and Inclusion – Student Accommodations, Military Connected Certifications, LGBTQ+ Resources, Multicultural and Non-Traditional Student Resources

Academic Misconduct Policy:

Concealed Carry Policy:

Withdrawal Policy:

Attendance/Administrative Withdrawal:

Official E-Mail Address:

On-Campus Resources:

- Center for Student Success: Mabee Library, Room 201, (785) 670-1942, <http://www.washburn.edu/success>
- Student Health and Counseling Services: Morgan Hall Room 140, (785) 670-1470, <http://www.washburn.edu/health>, <http://www.washburn.edu/counseling>
- Student Life Office: Morgan Hall Room 240, (785) 670-2100, <http://www.washburn.edu/studentlife>
- Student One Stop (S.O.S.): Morgan Hall Welcome Center, (785) 670-2162, [sos@washburn.edu](mailto:sos@washburn.edu), [www.washburn.edu/sos](http://www.washburn.edu/sos)
- University Diversity and Inclusion (Disability and Veterans Services and more) Morgan Hall Room 105, (785) 670-1629, [diversity.inclusion@washburn.edu](mailto:diversity.inclusion@washburn.edu), <http://www.washburn.edu/diversity/multicultural/index.html>
- Student Success Week (Week before Finals): <http://www.washburn.edu/faculty-staff/faculty-resources/policies-forms/forms/success-week-policy.pdf>

Additional comments:

None

Is this course being proposed as a General Education course? N

Initiator's E-mail Address: [roy.wohl@washburn.edu](mailto:roy.wohl@washburn.edu)



**Washburn University**  
College of Arts & Sciences - Course Approval System

### Course Information Form

Course Title: **Internship: Sport Management**

Department: Kinesiology

Division: EDKN

Course Level: Undergraduate

Prefix: KN Course Number: 497

Effective Semester: Fall

Effective Year: 2018

Credits: 6 to 12

**Course Catalog Description** *(include prerequisites)*

This course provides an off-campus experience in the field of sport management, in areas such as facility operations, game day promotions and advertising, ticket sales, and/or front-office administration. Each credit hour of internship equates to 50 contact hours at the internship site. This internship is for a minimum of 300 hours and a maximum of 600 hours.

**Prerequisites** *(please enter in textbox below and also in catalog description)*

Prerequisites: All Major and Activity Requirements completed; current First Aid and CPR certifications must be on file prior to start of internship.

Restrictions? Majors only

Course offered? Every semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

N/A

Please state the rationale for offering this course:

This is updating the current Sport Management internship course number and credit hours. Previously, this internship shared the same number as the Exercise Physiology internship, but it was confusing to students because of the variable credit hours and increased time commitments in the Sport Management internship. This change will resolve this problem.

Is this course required for the major?  Y

If 'Yes', which major(s)?

BA degree in Kinesiology - Sport Management

Does this course replace an existing course?  Y

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?

N/A

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**



1. The extent and nature of the reading required for this course.
  2. The writing component of the proposed course both qualitatively and quantitatively.
  3. How student learning will be assessed.
- KN 497 Internship: Sport Management Fall 2018  
 Instructor: Dr. Ross Friesen Email: ross.friesen@washburn.edu  
 Office: Petro Center - Rm. 201C Phone: 785-670-1759  
 Credits: 6 to 12

Prerequisites: All Major and Activity Requirements completed; current First Aid and CPR certifications must be on file prior to start of internship.

**COURSE DESCRIPTION:** This course provides an off-campus experience in the field of sport management, in areas such as facility operations, game day promotions and advertising, ticket sales, and/or front-office administration. Each credit hour of internship equates to 50 contact hours at the internship site. This internship is for a minimum of 300 hours and a maximum of 600 hours.

**TIME COMMITMENT:**

- Time commitment per week is negotiable between Site Supervisor and Intern. Most Sport Management internships average 20-25 contact hours per week to meet the 50 contact hours per credit requirement.
- No intern should report more than 8 hours per day or 40 hours per week regardless of the number of credit hours enrolled.

**EVALUATION COMPONENTS:** (all of the following must be completed to receive credit)

1. Journal:
  - The journal is a detailed account of your work-related activities over the prior week.
  - It should include information relating to your responsibilities and activities, issues impacting the agency, projects, observations, and other relevant information regarding your experience.
  - See journal reporting instructions for more details.
2. Supervisor Evaluation:
  - Site Supervisor will be asked to complete evaluations of your performance during the internship.
  - Each student will be responsible for ensuring that the Site Supervisor has the necessary evaluation form(s) and is aware of the due date(s).
  - The evaluation form(s) should preferably be sent as an email attachment by the due date(s) given.
3. Portfolio:
  - A portfolio, if appropriate to the experience, should include representative samples of written work and examples of relevant promotional materials.
  - The purpose is to compile work samples that demonstrate your skills in a variety of areas that may be helpful at a later time; materials should be compiled into a binder and should be clearly labeled to show their relevance.
  - Examples of appropriate work include, but are not limited to, letters to agency clientele, flyers, brochures, newsletter articles, PSA's, poster presentations, power point presentations, etc.
4. Reflection Paper (4-5 pages minimum) should address the following:
  - An appraisal of the overall internship experience, highlighting which areas were most significant and any negative aspects.
  - Assessment of your perceived strengths and weaknesses pertaining to the skills and abilities required in the exercise physiology profession and your need for further training/education.
  - A consideration of the application of theory to the practical experience and discuss how your course work was applied in the internship setting.
  - What is something new you learned or observed something being applied differently from the way you were taught it.
  - A summary of your most rewarding experience and your most challenging experience (and how you resolved this).
  - Recommendations for future students that may consider this site for their internship site.
5. Faculty KN Internship Coordinator Evaluation:
  - The KN Internship Coordinator will provide an evaluation of your performance during the internship that will focus on timely submission of the Evaluation Components listed above, completion of the Internship Evaluation Forms, and satisfying all other internship requirements.
  - A final grade of credit/no-credit will not be submitted until all the components are completed.
6. Miscellaneous:
  - First Aid and CPR certifications. Intern must show documented evidence (i.e. certification cards from a recognized agency) of both First Aid and CPR/AED certification being in effect during the internship period PRIOR TO being approved to begin the internship; these will be placed in the student's advising folder and appear on their degree audit.
  - Monetary Compensation. Although an Intern may be compensated monetarily (e.g. travel reimbursement, housing stipend, supply purchases, etc) if the participating agency so desires, the Intern MAY NOT BE directly employed by the agency during any time in which he/she participates in an internship.

Note: Updated University Additions to the Course Syllabus will be added

Additional comments:

Is this course being proposed as a General Education course? N

Initiator's E-mail Address: roy.wohl@washburn.edu



**Washburn University**  
College of Arts & Sciences - Course Approval System

### Course Information Form

Course Title: **Internship: Health and Fitness Promotion**

Department: Kinesiology

Division: EDKN

Course Level: Undergraduate

Prefix: KN Course Number: 498

Effective Semester: Fall

Effective Year: 2018

Credits: 3 to 6

**Course Catalog Description (include prerequisites)**

This course provides an off-campus experience in health promotion and/or fitness settings such as public health, corporate wellness, personal training, strength and conditioning, and recreation administration. Each credit hour of internship equates to 50 contact hours at the internship site. This internship is for a minimum of 150 hours and a maximum of 300 hours.

**Prerequisites (please enter in textbox below and also in catalog description)**

Prerequisites: All Major and Activity Requirements completed; current First Aid and CPR certifications must be on file prior to start of internship.

Restrictions? Majors only

Course offered? Every semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

N/A

Please state the rationale for offering this course:

The Kinesiology Department is proposing a new degree in Health and Fitness Promotion and this internship experience is part of the degree plan.

Is this course required for the major? **Y**

If 'Yes', which major(s)?

BA degree in Kinesiology - Health and Fitness Promotion.

Does this course replace an existing course? **N**

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?

N/A

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**

1. The extent and nature of the reading required for this course.
2. The writing component of the proposed course both qualitatively and quantitatively.
3. How student learning will be assessed.

KN 498 Internship: Health and Fitness Promotion Fall 2018

Instructor: Dr. Roy Wohl Email: roy.wohl@washburn.edu  
Office: Petro Center - Rm. 201A Phone: 785-670-1968  
Credits: 3 to 6

Prerequisites: All Major and Activity Requirements completed; current First Aid and CPR certifications must be on file prior to start of internship.

**COURSE DESCRIPTION:** This course provides an off-campus experience in health promotion and/or fitness settings such as public health, corporate wellness, personal training, strength and conditioning, and recreation administration. Each credit hour of internship equates to 50 contact hours at the internship site. This internship is for a minimum of 150 hours and a maximum of 300 hours.

**TIME COMMITMENT:**

- Time commitment per week negotiable between Site Supervisor and Intern. Most health & fitness internships average 15 contact hours per week to meet the 50 contact hours per credit requirement.
- No intern should report more than 8 hours per day or 40 hours per week regardless of the number of credit hours enrolled.

**EVALUATION COMPONENTS:** (all of the following must be completed to receive credit)

1. Journal:

- The journal is a detailed account of your work-related activities over the prior week.
- It should include information relating to your responsibilities and activities, issues impacting the agency, projects, observations, and other relevant information regarding your experience.
- See journal reporting instructions for more details.

2. Supervisor Evaluation:

- Site Supervisor will be asked to complete evaluations of your performance during the internship.
- Each student will be responsible for ensuring that the Site Supervisor has the necessary evaluation form(s) and is aware of the due date(s).
- The evaluation form(s) should preferably be sent as an email attachment by the due date(s) given.

3. Portfolio:

- A portfolio, if appropriate to the experience, should include representative samples of written work and examples of relevant promotional materials.
- The purpose is to compile work samples that demonstrate your skills in a variety of areas that may be helpful at a later time; materials should be compiled into a binder and should be clearly labeled to show their relevance.
- Examples of appropriate work include, but are not limited to, letters to agency clientele, flyers, brochures, newsletter articles, PSA's, poster presentations, power point presentations, etc.

4. Reflection Paper (4-5 pages minimum) should address the following:

- An appraisal of the overall internship experience, highlighting which areas were most significant and any negative aspects.
- Assessment of your perceived strengths and weaknesses pertaining to the skills and abilities required in the exercise physiology profession and your need for further training/education.
- A consideration of the application of theory to the practical experience and discuss how your course work was applied in the internship setting.
- What is something new you learned or observed something being applied differently from the way you were taught it.
- A summary of your most rewarding experience and your most challenging experience (and how you resolved this).
- Recommendations for future students that may consider this site for their internship site.

5. Faculty KN Internship Coordinator Evaluation:

- The KN Internship Coordinator will provide an evaluation of your performance during the internship that will focus on timely submission of the Evaluation Components listed above, completion of the Internship Evaluation Forms, and satisfying all other internship requirements.
- A final grade of credit/no-credit will not be submitted until all the components are completed.

6. Miscellaneous:

- First Aid and CPR certifications. Intern must show documented evidence (i.e. certification cards from a recognized agency) of both First Aid and CPR/AED certification being in effect during the internship period PRIOR TO being approved to begin the internship; these will be placed in the student's advising folder and appear on their degree audit.
- Monetary Compensation. Although an Intern may be compensated monetarily (e.g. travel reimbursement, housing stipend, supply purchases, etc) if the participating agency so desires, the Intern MAY NOT BE directly employed by the agency during any time in which he/she participates in an internship.

Note: Updated University Additions to the Course Syllabus will be added

Additional comments:

Is this course being proposed as a General Education course? N

Initiator's E-mail Address: roy.wohl@washburn.edu



**Washburn University**  
College of Arts & Sciences - Course Approval System

## Change Request Form

### Sports Perform Train & Recond

What is the rationale for the change?

This course is included in the new BS Exercise and Rehabilitation Science degree being proposed by the Kinesiology Department. It is being increased to three credits to accommodate the expanded content expected to be taught within this new degree and more accurately identifies the purpose of the course. This will provide students with more time to participate in a greater number of applied experiences throughout the semester, as well as expanding the ability to complete more in depth peer teaching and assessment.

Please indicate what about the course is to be changed?

- |  |   |
|--|---|
| - Course Description (minor change)      | - Course Description (substantive change) |
| - Course Number                          | Yes Course Title                          |
| Yes Credit Hours                         | Yes Course Prerequisites                  |
| - Change from graded to credit/no credit | - Change from credit/no credit to graded  |
| - Requesting General Ed. Approval        | - Other                                   |

If "Other", please specify:

Describe the nature of the proposed change (*include prerequisites if entering course description*):

The course title, credit hours and prerequisites are being changed as follows:  
KN357 Sports Performance and Conditioning - 3 credits;  
Prerequisites: BI255 Human Physiology and KN342 PE Activity Techniques II

Course Description: This course provides students with the knowledge and skills to design, measure, and instruct contemporary activity-specific functional training programs. The course will emphasize methods and progression of strength, flexibility, speed, power including Olympic lifts and plyometrics, agility, balance, core and endurance training techniques with modern tools and exercise equipment. Peer teaching and testing and opportunity to participate in practical application of skills is included.

What, if any, additional equipment or facilities will be needed to teach this class?

None

Yes Course repeatable?

Effective date? Spring 2019

Initiator's E-mail Address: roy.wohl@washburn.edu



**Washburn University**  
College of Arts & Sciences - Course Approval System

Change Request Form

**Eval of Athletic Injuries**

What is the rationale for the change?

This course is part of a new BS Exercise and Rehabilitation Science degree being proposed. It was previously listed as KN350 Evaluation of Athletic Injuries and part of the Athletic Training degree requirements. The AT degree is now being phased out over the next two year. The course content in this new course is being modified to prepare those students planning on pursuing a variety of graduate and professional allied health-related degree programs upon graduation, rather than going to a specific athletic training graduate school.

Please indicate what about the course is to be changed?

- |  |   |
|--|---|
| - Course Description (minor change)      | Yes Course Description (substantive change) |
| - Course Number                          | Yes Course Title                            |
| Yes Credit Hours                         | Yes Course Prerequisites                    |
| - Change from graded to credit/no credit | - Change from credit/no credit to graded    |
| - Requesting General Ed. Approval        | - Other                                     |

If "Other", please specify:

Describe the nature of the proposed change (*include prerequisites if entering course description*):  
The course title, credit hours, prerequisites and course description are being changed as follows:  
KN350 Orthopedic Evaluation - 3 credits  
Prerequisite: KN321 Anatomical Kinesiology

Course Description: This course is designed to instruct students on the techniques involved evaluating orthopedic injuries. This course will cover the sequence of a formal evaluation, documentation, the signs & symptoms of common injuries, & differential diagnosis.

What, if any, additional equipment or facilities will be needed to teach this class?

None

Yes Course repeatable?

Effective date? Fall 2018

Initiator's E-mail Address: roy.wohl@washburn.edu



**Washburn University**  
College of Arts & Sciences - Course Approval System

### Course Information Form

Course Title: **Biomechanics**

Department: Kinesiology

Division: EDKN

Course Level: Undergraduate

Prefix: KN Course Number: 403

Effective Semester: Fall

Effective Year: 2018

Credits: 3

**Course Catalog Description** *(include prerequisites)*

This course provides an overview of biomechanics related to sport and exercise. Specific topics include: external forces and their effect on the body and its movement, including linear and angular kinetics; work, power, and energy in human activity; and the internal mechanics of human tissues, specifically the bones, skeletal muscle, ligaments, and tendons that make movement possible. This course will consist of lecture, discussion, and laboratory sessions to communicate the background of biomechanical principles, as well as their application.

Prerequisites: KN 321 and PSPS131/132 or PS261

**Prerequisites** *(please enter in textbox below and also in catalog description)*

Prerequisites: KN 321 and PSPS131/132 or PS261

Restrictions? Majors only

Course offered? Every other semester

Primarily attract? Department majors

Specify type and amount of any additional fees or tuition of other than the norm:

None

Please state the rationale for offering this course:

This course is part of a new BS Exercise and Rehabilitation Science degree being proposed. The course content provides the student with the knowledge and understanding of external forces and their effect on the body and its movement, including linear and angular kinetics; work, power, and energy in human activity; and the internal mechanics of human tissues, specifically the bones, skeletal muscle, ligaments, and tendons that make movement possible. This course is appropriate for students going into graduate and professional degree programs such as Clinical Exercise Physiology, Strength and Conditioning, Physical Therapy, and Athletic Training.

Is this course required for the major? **Y**

If 'Yes', which major(s)?

Kinesiology: BS Exercise and Rehabilitation Science

Does this course replace an existing course? **N**

How will the teaching of this course be staffed? This course will be alternated with existing courses so no additional faculty needed.

What, if any, additional equipment or facilities will be needed to teach this class?



None

**Paste a copy of the master syllabus in the text area below. Please make sure the syllabus addresses:**

1. The extent and nature of the reading required for this course.
2. The writing component of the proposed course both qualitatively and quantitatively.
3. How student learning will be assessed.

KN 403 – Biomechanics  
Semester TBD Syllabus

Instructor: Matthew Heesch, Ph.D.  
Office: Petro 201 G Phone: 785-670-1909  
Office Hours: By appointment Email: matthew.heesch@washburn.edu  
Course Time: TBD  
Prerequisites: PS 131, PS 132, KN 321  
Required Textbook: Biomechanics of Sport and Exercise, Third Edition. Peter M. McGinnis. Human Kinetics, 2013.

Course Description: This course provides an overview of biomechanics related to sport and exercise. Specific topics include: external forces and their effect on the body and its movement, including linear and angular kinetics; work, power, and energy in human activity; and the internal mechanics of human tissues, specifically the bones, skeletal muscle, ligaments, and tendons that make movement possible. This course will consist of lecture, discussion, and laboratory sessions to communicate the background of biomechanical principles, as well as their application.

#### Course Objectives

This course will extend your anatomical and physiological knowledge base by helping you understand how the both external and internal forces dictate the way in which our body moves. Upon completion of this course, you will be able to:

1. Calculate the energy expenditure and power required to perform a movement.
2. Apply Newton's laws to understand how both linear and angular motion occur at different joints throughout the body.
3. Demonstrate how our muscles, bones, tendons, and ligaments adapt to the mechanical stresses placed on them during both normal and abnormal ranges of motion.
4. Demonstrate the ways in which biomechanical principles can be applied to improve sports performance and efficiency of movement and prevent injuries.

#### Attendance

Students are expected to attend all class periods, including laboratory activity days. These days will involve hands-on work with the measurement and assessment techniques discussed in lecture, and are crucial for fostering competency in these techniques. If you need to miss class for any reason, contact the instructor as soon as possible to discuss if and how you can make-up these opportunities.

#### Class Activities, Assignments, and Grading

Available points for the class are broken down as follows:

Written Exams: 3 x 100 points each = 300 points  
Written exams will include a combination of multiple choice and short answer/essay style questions covering material from both lecture and laboratory activities.

Lab Reports: 4 x 25 points each = 100 points  
Lab reports will be written summarizations of laboratory activities, including the purpose of the techniques, methodology, data collected/results, and a discussion. Lab reports should always be typed in a professional manner, and are due at the beginning of class 1 week after the lab activity. Specific instructions and a grading rubric will be posted on D2L.

Article Reviews 4 x 25 points each = 100 points  
Article reviews will be written analysis of assigned peer-reviewed scientific articles related to the topics being covered in class. They should be typed, double spaced, and focus on identifying the conclusions of the article and how they relate to what is being learned in class. Specific instructions and a grading rubric will be posted on D2L.

Participation/professionalism: 100 points  
Students are expected to attend class and contribute meaningfully to discussion, as well as participate actively in laboratory activities. In the health and fitness field, it is VERY important to always conduct yourself in a professional manner, both in the lab

and out in the field.

Total: 600 points

#### Grading Scale

A – 90 – 100 %

B – 80 – 89 %

C – 70 – 79 %

D – 60 – 69 %

F - < 60 %

Students are expected to take all exams at the scheduled time. Exceptions must be arranged PRIOR to the scheduled exam date.

Assignments/Projects turned in late will receive a 10% deduction per day, up to 3 days late. If an assignment/project is not turned in within 3 days of the due date, no credit will be given.

#### Academic Help

If you are having trouble with concepts covered in readings, lectures, or assignments, please let me know promptly. The best (and usually quickest) way to get a hold of me is through e-mail, but don't hesitate to set up a time to come talk with me in my office, or approach me after class. I want to help you succeed in this class, but I can only help if you ask!

## UNIVERSITY ADDITIONS – COURSE SYLLABUS

#### Mission of the University:

Washburn University enriches the lives of students by providing opportunities for them to develop and to realize their intellectual, academic, and professional potential, leading to becoming productive and responsible citizens. We are committed to excellence in teaching, scholarly work, quality academic and professional programs, and high levels of faculty-student interaction. We develop and engage in relationships to enhance educational experiences and our community. Washburn University Board of Regents, 2010

#### Definition of a Credit Hour:

For every credit hour awarded for a university course, the student is typically expected to complete approximately one hour of classroom instruction, online interaction with course material, or direct faculty instruction and a minimum of two additional hours of student work each week for approximately 15 weeks for one semester or the equivalent amount of work over a different amount of time.

#### Notice of Non-Discrimination/Safe Educational Environment:

The University prohibits discrimination on the basis of race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, veteran status, or marital or parental status. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Pamela Foster, Equal Opportunity Director/Title IX Coordinator, Washburn University, 1700 SW College Ave, Topeka, Kansas 66621, (785) 670-1509, eodirector@washburn.edu.

#### Harassment & Discrimination

The University is required by federal laws to address complaints of discrimination and harassment. Faculty are considered responsible employees and as responsible employees, are required to report an incident of discrimination, sexual harassment, or sexual violence to Dr. Pam Foster. A faculty member is only required to report the name of the complainant, but may report more information at his or her discretion. A class assignment WILL NOT trigger an investigation or a report to Dr. Foster. Students and employees may file complaints with the Equal Opportunity Director/Title IX Coordinator, Dr. Pam Foster. <http://www.washburn.edu/statements-disclosures/equal-opportunity/how-to-file-a-complaint.html> or with Washburn University Police at (785) 670-1509.

#### Confidential Resources

On campus: University Counseling Services offers free, confidential counseling to students on any topic, including experiences with sexual assault or relationship violence: <http://washburn.edu/current-students/services/counseling/index.html>. Student Health Services offers confidential urgent care: <http://washburn.edu/current-students/services/health-services/index.html>

University Diversity and Inclusion – Student Accommodations, Military Connected Certifications, LGBTQ+ Resources, Multicultural and Non-Traditional Student Resources

The Student Services Office within this Office is responsible for assisting in arranging accommodations and for identifying resources on campus for persons with disabilities. Qualified students with disabilities must register with the office to be eligible for services. The office **MUST** have appropriate documentation on file in order to provide services. Accommodations may include in-class note takers, test readers and/or scribes, adaptive computer technology, brailled materials. Requests for accommodations should be submitted at least two months before services should begin; however, if you need an accommodation this semester, please contact the Student Services Office immediately. Students may voluntarily identify themselves to the instructor for a referral to the Student Services Office. See contact information under On-Campus Resources below.

#### Academic Misconduct Policy:

All students are expected to conduct themselves appropriately and ethically in their academic work. Inappropriate and unethical behavior includes (but is not limited to) giving or receiving unauthorized aid on examinations or in the preparation of papers or other assignments, or knowingly misrepresenting the source of academic work. Washburn University's Academic Impropriety Policy describes academically unethical behavior in greater detail and explains the actions that may be taken when such behavior occurs. For guidelines regarding protection of copyright, consult <http://www.washburn.edu/copyright>. For a complete copy of the Academic Impropriety Policy, contact the office of the Vice President for Academic Affairs, Bradbury Thompson Alumni Center Suite 200, or go on-line to: <http://www.washburn.edu/academic-impropriety>.

#### Concealed Carry Policy:

Washburn University has regulations and procedures in place to address concealed carry of weapons on campus. Those regulations and procedures can be located at <http://www.washburn.edu/concealedcarry>

#### Withdrawal Policy:

During fall and spring semesters, students may go online and withdraw from full semester courses through the second week of class with no recorded grade. From the third through the eleventh week a "W" is recorded for any dropped course. After the eleventh week, there are NO withdrawals, and a grade will be assigned for the course. These deadlines will be different for short-term, out-of-sequence, or summer courses. To view the deadline dates for your courses visit the "Last Day" Deadlines web page at: <https://www2-prod.washburn.edu/self-service/coursedates.php> Depending on the timing of the request to withdraw from a course, students may be eligible for a full or partial refund. Information regarding tuition refunds is available at <http://www.washburn.edu/current-students/business-office/tuition-refunds.html> Depending on the timing of the request to withdraw from a course, students may be responsible for repaying all or a portion of their financial aid. Students who do not attend their courses and fail to officially withdraw themselves will receive a grade of "F" and may also be required to repay all or a portion of their financial aid based on their non-attendance. For further information, contact the Financial Aid Office at (785) 670-1151 or e-mail [financialaid@washburn.edu](mailto:financialaid@washburn.edu).

#### Attendance/Administrative Withdrawal:

Although it is the student's responsibility to initiate course withdrawals, an instructor, after due notice to the student, may request withdrawal of the student from a course because of nonattendance through the same date as the last day a student may withdraw from a course. This would NOT absolve the student of financial responsibility for tuition/fees for the course in question. The inclusion of this information in the course syllabus is considered due notice.

#### Official E-Mail Address:

Your Washburn University e-mail address will be the official address used by the University for relaying important messages regarding academic and financial information and the University will consider this your official notification for important information. It may also be used by your instructors to provide specific course information. If you prefer to use an alternate e-mail address to receive official University notices you can set a forwarding address in the Outlook Web App by following the steps below.

#### Outlook Web App: Set Forwarding Address

1. Go to <http://outlook.washburn.edu>
2. Sign in
3. Click the Gear in the upper right
4. Choose MyApp Settings > Mail
5. Select Accounts > Forwarding from the list on the left
6. Enter the email address to which you want to forward all your email.
7. Click the start forwarding button

It is your responsibility to ensure that your official e-mail box does not exceed your message quota resulting in the inability of e-mail messages to be accepted into your mailbox.

#### On-Campus Resources:

- Center for Student Success: Mabee Library, Room 201, (785) 670-1942, <http://www.washburn.edu/success>
- Student Health and Counseling Services: Morgan Hall Room 140, (785) 670-1470, <http://www.washburn.edu/health>, <http://www.washburn.edu/counseling>
- Student Life Office: Morgan Hall Room 240, (785) 670-2100, <http://www.washburn.edu/studentlife>
- Student One Stop (S.O.S.): Morgan Hall Welcome Center, (785) 670-2162, [sos@washburn.edu](mailto:sos@washburn.edu),

[www.washburn.edu/sos](http://www.washburn.edu/sos)

- University Diversity and Inclusion (Disability and Veterans Services and more) Morgan Hall Room 105, (785) 670-1629, [diversity.inclusion@washburn.edu](mailto:diversity.inclusion@washburn.edu), <http://www.washburn.edu/diversity/multicultural/index.html>
- Student Success Week (Week before Finals): <http://www.washburn.edu/faculty-staff/faculty-resources/policies-forms/forms/success-week-policy.pdf>

Additional comments:

PS131/132 Biological Physics for the Health and Life Sciences is listed as a prerequisite. This is a new course being proposed by Dr. Keith Mazachek and is expected to be approved and available by Fall 2018.

Is this course being proposed as a General Education course? N

Initiator's E-mail Address: [roy.wohl@washburn.edu](mailto:roy.wohl@washburn.edu)

Curriculum Committee of College Faculty Council (CFC-CC)  
January 30, 2018, 11:00 am in the Mosiman Room of the Memorial Union

Attendees: Holly, Rodrigo, Kerry, Cherry, Linzi

1. Discussion of the proposed revisions to the BS degree.
  - a. What constitutes a BS vs BA?
    - Course taken
    - How do we determine what disciplines are categorized as a “science” (History?)
      - Quantitative data analysis
  - b. What is the difference between minor and concentration in BS?
    - 20 credits in one discipline
    - 30 total in NSD that is not your major
    - Have to have written petition for minor to be included on degree
  - c. What is the rationale for 76 hours outside the major? Can we change this to 72 hours?
    - Students often go elsewhere (community colleges) for the credits and see it as a “hoop” they have to jump through, not a course that is relevant to their degree.
  - d. Proposed changes supported by present committee members
    - 120-hour minimum
    - Exclusion of specific departments for BS degree
      - Some disciplines might be interested in creating a degree plan for a BS (e.g. Psychology)
    - Change from “minor” to “concentration”
    - Exclusion of MA 112 from math requirement
    - Note: There was fairly extensive discussion about the 76-hour requirement outside the major. After the meeting I was informed that the requirement should have reflected a change to a 72-hour requirement outside the major. The committee supported this change.
1. Revisions to the BA degree in the College of Arts and Sciences
  - a. Issues Discussed:
    - Each department will need to create a degree plan where a students can complete the degree in 120 hours
    - Change 84-hour requirement outside of the major to 78-hour requirement
      - If we’re trying to get to 120, we have to drop credits from somewhere. Dropping hours outside of the major seems most reasonable.
        - 42 required gen. ed. credits

- 9 University requirements (WU 101, EN 101, EN 300)
- 8 language credits (completion of 102)
- Preferable to make it divisible by 3
- Do we need wording for the double majors and minors?
  - The present committee members proposed a to delete wording referring to double majors, and minors. The requirements for minors are detailed in the Course Catalog for each department.

Electronic input from committee member who was not able to attend meeting

1. This detail may be none of our concern in terms of the present business, but 24 hours for a major in the BA seems terribly low. Whether any departments actually have such a number for their majors would be another question.
2. EN 300 has changed its name to "Advanced College Writing," and EN 101 beginning Fall 2018 will be called "First-Year Writing." Should these BA and BS documents say something like "Six hours of English Writing" instead of "Six hours of English composition"? That might be ambiguous, since EN offers other "Writing" courses. Maybe the document should specify "EN 101 and EN 300 or their equivalents"? Again, this might be outside present business, but I wanted to throw it out there.

## **Proposal to Change the Degree Requirements for the Bachelor of Science Degree in the CAS**

### **Current Degree Requirements and Catalog Language Bachelor of Science Degree**

Each candidate is required to complete the following:

- One hundred twenty four hours, 84 of which must be graded and 45 of which must be at the 300-400 level.
- A major consisting of at least 30 hours, and no more than 48 in one department, of which 12 must be at the upper division level. Majors for the Bachelor of Science degree are limited to the following disciplines: Biology, Chemistry, Computer Information Sciences, Mathematics, Medical Technology, Athletic Training, and Physics.
- A thirty hours concentration (minor) chosen from the Natural Sciences and Mathematics Division in departments other than the major, and with at least 20 of these hours in one department. The thirty hours must be approved by the student's major department chairperson.
- Seventy-six hours outside the major discipline, 30 of which must be allocated to the required minor.
- Nine hours in each of the three distribution groups (Arts and Humanities, Social Sciences, and Natural Sciences and Mathematics) with courses selected from at least two disciplines in each group, to include 3 hours in Art, Music, or Theatre within the 9 hours of Arts and Humanities. Courses are selected in consultation with an advisor from the approved courses in each of the distribution groupings.
- Mathematics 112 (MA 112), Mathematics 116 (MA 116) or a course with MA 116 as a prerequisite with a grade of C or better.
- Six hours of English Composition.
- Candidates must have a cumulative grade average of at least 2.0 and a grade of C or better in each course in the major and minor and in English Composition. See the General Information section of this catalog concerning hours transferred to Washburn University.

In addition to offering the traditional Bachelor of Science Degree in Physics or Mathematics, Washburn University offers a 3-2 engineering program in cooperation with Kansas State University and the University of Kansas. Under this program a typical student will take three years of prescribed curriculum at Washburn and then transfer to Kansas State University or the University of Kansas. Upon completion of one year of prescribed work at either of the institutions named, the student will be awarded the Bachelor of Science degree from Washburn, and upon completion of the requirements of the selected school, the appropriate engineering degree will be awarded by that school. Bachelor of Science candidates should meet with the chairperson of their major department no later than their third semester to complete a declaration of major form.

Proposed Change to Degree Requirements and Catalog Language  
**Bachelor of Science Degree**

Each candidate is required to complete the following:

- **A minimum of 120** ~~One hundred twenty-four~~ hours, 84 of which must be graded and 45 of which must be at the 300-400 level.
- A major consisting of at least 30 hours, and no more than 48 in one department, of which 12 must be at the upper division level. ~~Majors for the Bachelor of Science degree are limited to the following disciplines: Biology, Chemistry, Computer Information Sciences, Mathematics, Medical Technology, Athletic Training, and Physics.~~
- A thirty-hour concentration (~~minor~~) chosen from the Natural Sciences and Mathematics Division in departments other than the major, and with at least 20 of these hours in one department ("**the concentration**"). The thirty hours must be approved by the student's major department chairperson.
- Seventy-six hours outside the major discipline, 30 of which must be allocated to the required **concentration** ~~minor~~.
- Nine hours in each of the three distribution groups (Arts and Humanities, Social Sciences, and Natural Sciences and Mathematics) with courses selected from at least two disciplines in each group, to include 3 hours in Art, Music, or Theatre within the 9 hours of Arts and Humanities. Courses are selected in consultation with an advisor from the approved courses in each of the distribution groupings.
- ~~Mathematics 112 (MA 112)~~, Mathematics 116 (MA 116) or a course with MA 116 as a prerequisite with a grade of C or better.
- Six hours of English Composition.
- Candidates must have a cumulative grade average of at least 2.0 and a grade of C or better in each course in the major, and **concentration** ~~minor~~, and in English Composition. See the General Information section of this catalog concerning hours transferred to Washburn University.

In addition to offering the traditional Bachelor of Science Degree in Physics or Mathematics, Washburn University offers a 3-2 engineering program in cooperation with Kansas State University and the University of Kansas. Under this program a typical student will take three years of prescribed curriculum at Washburn and then transfer to Kansas State University or the University of Kansas. Upon completion of one year of prescribed work at either of the institutions named, the student will be awarded the Bachelor of Science degree from Washburn, and upon completion of the requirements of the selected school, the appropriate engineering degree will be awarded by that school. Bachelor of Science candidates should meet with the chairperson of their major department no later than their third semester to complete a declaration of major form.



## Proposal to Change the Degree Requirements for the Bachelor of Art Degree in the CAS

### Current Degree Requirements and Catalog Language Bachelor of Arts Degree

Each candidate is required to complete the following:

- One hundred twenty-four hours, 84 of which must be graded and 45 of which must be at the 300 or 400 level.
- A major consisting of no less than 24 hours, of which 12 must be at the upper division level.
- Eighty-Four hours outside the major discipline.
- A grade of C or better in Mathematics 112 (MA 112), Mathematics 116 (MA 116), or a course with MA 116 as a prerequisite.
- Six hours of English composition, three of which must be at the upper division level (EN 300).
- The 102 level course in one of the languages offered by the Department of Modern Languages, or the equivalent. Course work taken to fulfill this requirement may not be applied toward general education requirements for completing the BA degree. Equivalents of the required course work are defined as follows:
  - Successful completion of a similar course of study in a foreign language taken at an accredited post-secondary institution.
  - Successfully challenging the departmentally administered 102 level examinations or score of "4" or higher on the AP or CLEP foreign language examinations.  
**Note:** Native speakers of a language other than English may not receive credit for any 100 level courses in that language.
- Students must complete 15 hours in Arts and Humanities with at least 3 hours selected from the area of Art, Music, or Theater; the remaining credit hours must be selected from at least two other disciplines. To meet the distribution requirement in the Social Sciences, students must complete 15 hours, from this group, with no more than 6 hours counted from any one discipline in Social Sciences. To meet the distribution requirement in the Natural Sciences and Mathematics, students must complete 12 hours of Natural Sciences and Mathematics courses; the credit hours must include courses from at least two disciplines other than Mathematics. No more than 6 hours may be counted for General Education credit from any one discipline except in Biology, Chemistry, Physics, or Mathematics where up to 8 hours may be counted if earned in two separate General Education courses. Courses are selected in consultation with an advisor from the approved courses in each of the distribution groupings.
- Candidates must have a cumulative grade point average of at least 2.0 and a grade of C or better in each course in the major, required correlate courses and the two English composition courses. A double major may be completed within the 124 hour total by meeting all the requirements of the two majors. Students may also elect a minor in the College of Arts and Sciences. The minor shall consist of no less than 15 hours specified by the department of which 6 must be at the upper division level. Candidates for a minor must have a grade of C or better in each course in the minor. This optional minor is not to be confused with any other department's required minor or required correlated courses. See the General Information section of this catalog concerning hours transferred to Washburn University.

Proposed Change to Degree Requirements and Catalog Language  
**Bachelor of Arts Degree**

Each candidate is required to complete the following:

- **A minimum of 120**~~One hundred twenty-four~~ hours, 84 of which must be graded and 45 of which must be at the 300 or 400 level.
- A major consisting of no less than 24 hours, of which **at least** 12 must be at the upper division level.
- **Seventy-eight**~~Eighty-Four~~ hours outside the major discipline.
- A grade of C or better in Mathematics 112 (MA 112), Mathematics 116 (MA 116), or a course with MA 116 as a prerequisite.
- Six hours of English composition, three of which must be at the upper division level (EN 300).
- The 102 level course in one of the languages offered by the Department of Modern Languages, or the equivalent. Course work taken to fulfill this requirement may not be applied toward general education requirements for completing the BA degree. Equivalents of the required course work are defined as follows:
  - Successful completion of a similar course of study in a foreign language taken at an accredited post-secondary institution.
  - Successfully challenging the departmentally administered 102 level examinations or score of "4" or higher on the AP or CLEP foreign language examinations.**Note:** Native speakers of a language other than English may not receive credit for any 100 level courses in that language.
- Students must complete 15 hours in Arts and Humanities with at least 3 hours selected from the area of Art, Music, or Theater; the remaining credit hours must be selected from at least two other disciplines. To meet the distribution requirement in the Social Sciences, students must complete 15 hours, from this group, with no more than 6 hours counted from any one discipline in Social Sciences. To meet the distribution requirement in the Natural Sciences and Mathematics, students must complete 12 hours of Natural Sciences and Mathematics courses; the credit hours must include courses from at least two disciplines other than Mathematics. No more than 6 hours may be counted for General Education credit from any one discipline except in Biology, Chemistry, Physics, or Mathematics where up to 8 hours may be counted if earned in two separate General Education courses. Courses are selected in consultation with an advisor from the approved courses in each of the distribution groupings.
- Candidates must have a cumulative grade point average of at least 2.0 and a grade of C or better in each course in the major, required correlate courses and the two English composition courses. ~~A double major may be completed within the 124 hour total by meeting all the requirements of the two majors. Students may also elect a minor in the College of Arts and Sciences. The minor shall consist of no less than 15 hours specified by the department of which 6 must be at the upper division level. Candidates for a minor must have a grade of C or better in each course in the minor. This optional minor is not to be confused with any other department's required minor or required correlated courses. See the General Information section of this catalog concerning hours transferred to Washburn University.~~

## Proposal to Change the Degree Requirements for the Bachelor of Art Degree in the CAS

### Current Degree Requirements and Catalog Language Bachelor of Arts Degree

Each candidate is required to complete the following:

- One hundred twenty-~~four~~ hours, 84 of which must be graded and 45 of which must be at the 300 or 400 level.
- A major consisting of no less than 24 hours, of which at least 12 must be at the upper division level.
- Eighty-~~Four~~ hours outside the major discipline.
- A grade of C or better in Mathematics 112 (MA 112), Mathematics 116 (MA 116), or a course with MA 116 as a prerequisite.
- ~~Six hours of English composition, three of which must be at the upper division level (EN 300). EN 101 and EN 300.~~
- The 102 level course in one of the languages offered by the Department of Modern Languages, or the equivalent. Course work taken to fulfill this requirement may not be applied toward general education requirements for completing the BA degree. Equivalents of the required course work are defined as follows:
  - Successful completion of a similar course of study in a foreign language taken at an accredited post-secondary institution.
  - Successfully challenging the departmentally administered 102 level examinations or score of "4" or higher on the AP or CLEP foreign language examinations.

**Note:** Native speakers of a language other than English may not receive credit for any 100 level courses in that language.
- Students must complete 15 hours in Arts and Humanities with at least 3 hours selected from the area of Art, Music, or Theater; the remaining credit hours must be selected from at least two other disciplines. To meet the distribution requirement in the Social Sciences, students must complete 15 hours, from this group, with no more than 6 hours counted from any one discipline in Social Sciences. To meet the distribution requirement in the Natural Sciences and Mathematics, students must complete 12 hours of Natural Sciences and Mathematics courses; the credit hours must include courses from at least two disciplines other than Mathematics. No more than 6 hours may be counted for General Education credit from any one discipline except in Biology, Chemistry, Physics, or Mathematics where up to 8 hours may be counted if earned in two separate General Education courses. Courses are selected in consultation with an advisor from the approved courses in each of the distribution groupings.
- Candidates must have a cumulative grade point average of at least 2.0 and a grade of C or better in each course in the major, required correlate courses and the two English composition courses. A double major may be completed within the 120-124 hour total by meeting all the requirements of the two majors. Students may also elect a minor in the College of Arts and Sciences. The minor shall consist of no less than 15 hours specified by the department of which at least 6 must be at the upper division level. Candidates for a minor must have a grade of C or better in each course in the minor. This optional minor is not to be confused with any other department's required minor or required correlated courses. See the General Information section of this catalog concerning hours transferred to Washburn University.

## Proposal to Change the Degree Requirements for the Bachelor of Science Degree in the CAS

### Current Degree Requirements and Catalog Language Bachelor of Science Degree

Each candidate is required to complete the following:

- A minimum of One hundred twenty-four 120 hours, 84 of which must be graded and 45 of which must be at the 300-400 level.
- A major consisting of at least 30 hours, and no more than 48 in one department, of which 12 must be at the upper division level. ~~Majors for the Bachelor of Science degree are limited to the following disciplines: Biology, Chemistry, Computer Information Sciences, Mathematics, Medical Technology, Athletic Training, and Physics.~~
- A thirty hours concentration (~~minor~~) chosen from the Natural Sciences and Mathematics Division in departments other than the major, and with at least 20 of these hours in one department ("the concentration"). The thirty hours must be approved by the student's major department chairperson.
- Seventy-six hours outside the major discipline, 30 of which must be allocated to the required ~~minor~~concentration.
- Nine hours in each of the three distribution groups (Arts and Humanities, Social Sciences, and Natural Sciences and Mathematics) with courses selected from at least two disciplines in each group, to include 3 hours in Art, Music, or Theatre within the 9 hours of Arts and Humanities. Courses are selected in consultation with an advisor from the approved courses in each of the distribution groupings.
- Mathematics 112 (MA 112), Mathematics 116 (MA 116) or a course with MA 116 as a prerequisite with a grade of C or better.
- EN 101 and EN 300. Six hours of English Composition.
- Candidates must have a cumulative grade average of at least 2.0 and a grade of C or better in each course in the major and concentration~~minor~~ and in English Composition. See the General Information section of this catalog concerning hours transferred to Washburn University.

In addition to offering the traditional Bachelor of Science Degree in Physics or Mathematics, Washburn University offers a 3-2 engineering program in cooperation with Kansas State University and the University of Kansas. Under this program a typical student will take three years of prescribed curriculum at Washburn and then transfer to Kansas State University or the University of Kansas. Upon completion of one year of prescribed work at either of the institutions named, the student will be awarded the Bachelor of Science degree from Washburn, and upon completion of the requirements of the selected school, the appropriate engineering degree will be awarded by that school. Bachelor of Science candidates should meet with the chairperson of their major department no later than their third semester to complete a declaration of major form.

## NATURAL SCIENCES AND MATHEMATICS

### COLLEGE OF ARTS AND SCIENCES

Morgan 209

785) 670-1636

#### DEGREE OFFERED

##### Associate of Arts

###### *Natural Sciences and Mathematics*

The Associate of Arts degree in Natural Sciences and Mathematics is intended to give students a broad background in a particular area of liberal studies. Students are required to take coursework in at least three disciplines within Natural Sciences and Mathematics and to take a concentration in one subject area. The credits earned in this associate degree are all applicable toward a bachelor's degree. For information and advising on this degree, please contact the College of Arts and Sciences in Morgan Hall 209.

##### THE MAJOR

For the Associate of Arts Degree in Natural Sciences and Mathematics, a student must complete ~~62~~-60 semester hours with a minimum grade point average of 2.0. Twenty-four credit hours must be completed at Washburn University; of these, 12 of the last 24 must be Washburn University credits. Forty-two hours must be graded. A student may not take the A/pass/fail option in the area of concentration without obtaining written permission from the chairperson of the department offering the course and filing it with the University Registrar's Office. The application for degree should be on file before enrolling for the last 15 hours.

##### STUDENT LEARNING OUTCOMES

Washburn University students completing this degree, upon graduation, are expected to have:

- Acquired an introductory knowledge of the basic principles of science and mathematics.
- Developed the ability to understand and utilize the scientific method.
- Acquired a foundation for continuing academic study.

##### Specific course requirements are as follows:

###### General Education

- English Composition (three semester hours, English 101 or its equivalent)
- MA 112: Essentials Mathematics or MA 116: College Algebra with a grade of C or better (3 semester hours)

- Humanities and Creative and Performing Arts (six semester hours from at least two subject areas}
- Natural Sciences (six semester hours from at least two subject areas)
- Social Sciences (six semester hours from at least subject areas}

### **Area of Concentration**

(24 semester hours of Natural Sciences and Mathematics coursework does not include six hours of Natural Sciences and Mathematics general education.)

1. The 24 hours of course work will include at least hours each from a minimum of three subject area within the Natural Sciences and Mathematics.
2. At least 12 hours will be from one subject area. These courses will be selected from a list developed by the faculty in that subject area and may include six hours of upper-division credit. The department from which the student takes the 12-hour concentration will be the effective administrative home of the student.
3. A minimum of a C grade is required in all course within the area of concentration, including the six hours of general education in the Natural Science and Mathematics.
4. At least 12 of the hours remaining for the degree be chosen from outside the area of concentration.

**HUMANITIES AND CREATIVE  
AND PERFORMING ARTS  
COLLEGE OF ARTS AND SCIENCES**

Morgan 209  
(785) 670-1636

### **DEGREE OFFERED**

#### **Associate of Arts**

The Associate of Arts degree in the Humanities and Creative and Performing Arts is intended to give students a broad background in a particular area of liberal studies. Students are required to take coursework in at least three disciplines within the Humanities and Creative and Performing Arts and to select a concentration in one discipline. The credits earned in this associate degree are all applicable toward a bachelor's degree. For information and advising on this degree, please contact the College of Arts and Sciences in Morgan Hall 209.

### **THE MAJOR**

For the Associate of Arts in Humanities and Creative and Performing Arts, a student must complete ~~62~~  
60

semester hours with a minimum grade point average of 2.0. Twenty-four credit hours must be completed at Washburn University; of these, 12 of the last 24 must be Washburn University credits. Forty-two hours must be graded. A student may not take the pass/fail option in the area of concentration without obtaining and filing with the Registrar's office written permission from the chairperson of the department offering the course.

### **STUDENT LEARNING OUTCOMES**

Washburn University students completing this degree, upon graduation, are expected to have:

- Acquired an introductory knowledge of the disciplines comprising the humanities.
- Acquired a foundation for continuing academic study.

#### **Specific course requirements are as follows:**

- English Composition (three semester hours, English 101 or its equivalent)
- MA 112 or MA 116 College Algebra with a grade of C or better
- Humanities and Creative and Performing Arts (six semester hours of courses from at least two subject areas)
- Natural Sciences and Mathematics (six semester hours of courses from at least two subject areas)
- Social Sciences (six semester hours from at least two subject areas)

#### **Area of Concentration**

(24 semester hours of Humanities and Creative and Performing Arts coursework does not include six hours of Humanities and Creative and Performing Arts general education.)

1. The 24 hours of course work will include at least six hours each from a minimum of three subject areas within the Humanities and Creative and Performing Arts.
2. At least 12 hours will be from one subject area. These courses will be selected from a list developed by the faculty in that subject area and may include six hours of upper-division credit. The department from which the student takes the 12-hour concentration will be the effective administrative home of the student.
3. A minimum of a C grade is required in all courses within the area of concentration, including the six hours of general education in the Humanities and Creative and Performing Arts.
4. At least 12 of the hours remaining for the degree will be chosen from outside the area of concentration.

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## **ASSOCIATE OF LIBERAL STUDIES DEGREE**

### **COLLEGE OF ARTS AND SCIENCES**

**Morgan 209**

**(785)670-1636**

The Associate of Liberal Studies degree is intended to give students a broad background in liberal studies in preparation for further study or employment.

#### **STUDENT LEARNING OUTCOMES FOR ASSOCIATE OF LIBERAL STUDIES**

Washburn University students completing the Associate of Liberal Studies degree, upon graduation, are expected to have:

- Acquired an introductory knowledge of the disciplines comprising the humanities, natural sciences, and social sciences.
- Acquired a foundation for continued academic study.

**Core Requirements (C or Better)**

- MA 112/116 Mathematics (3)
- EN 101 Freshman Composition (3)
- WU 101 Washburn Experience (3)\*

**General Education Requirements**

- Social Sciences (minimum of 2 disciplines) (6)
- Natural Sciences/Mathematics (minimum of 2 disciplines) (6)
- Arts/Humanities (minimum of 2 disciplines) (6)

**Specific Additional Requirements: Choose Plan A or Plan B**

**Plan A Coursework (C or Better)**

- A focus of at least 12 hours in one College of Arts and Sciences discipline (12)

Courses used to satisfy general education requirements cannot be used to count toward this 12-hour total.

**Plan B Coursework (C or Better)**

- Courses selected from the general education disciplines (12)

Courses used to satisfy general education requirements cannot be used to count toward this 12-hour total.

**Electives**

- Additional coursework to achieve a minimum of ~~62~~ 60 hours\*\* (~~23-26-21-24~~ hours)

\*Students transferring to Washburn University with at least 24 hours with a GPA of 2.0 or higher AND those who have completed 24 hours by Spring 2014 are exempt from the WU101 requirement.

\*\*No more than 27 hours in a single discipline excluding core requirements may be included in the ~~62~~ 60 hour total. Minimum of 24 hours from Washburn with 12 of the last 24 hours at Washburn. Minimum GPA of 2.0.



An alternative program to the Bachelor of Science described above is the Bachelor of Science in General Science. A student may elect this program by substituting the following requirements for the major and minor requirements listed above. The candidate must take at least eight hours of course work in each of the subject areas of Biology, Chemistry, Computer Information Sciences, Mathematics and Physics/Astronomy. These hours must be in courses that would count toward a major in each of the respective departments. Also, an additional 20 hours of course work that would be appropriate for majors in the listed departments must be completed by the student, at least 12 hours of which must be in upper division courses. Students desiring middle school teaching certification in General Science should contact the certification office in the Department of Education for specific requirements relative to that certification. ~~Candidates for this program should meet with the chairperson of the Natural Science and Mathematics division no later than their third semester to complete a declaration of major.~~

# COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2017-11-16</u>
Division	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2017-11-16</u>
Dept. of Educ. <small>(If relates to teacher certification program.)</small>	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2017-11-16</u>
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2017-11-17</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-02-02</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: MEd - Special Education High Incidence

1. Reason for this program change?

We are requesting this change to the High Incidence M.Ed. to reduce the number of hours for the graduate spec ed program from 36 to 33. We would like to take out the curriculum. ED 668 (curriculum class) does not address any of the specific spec ed standards. All of the special education standards are addressed in the remaining course in the program. Further, reducing the number of hours, and hence the costs, may help to make us more competitive.

2. Complete revised description.

Washburn University offers a Master's Degree in High Incidence Special Education, K-6 and 6-12. The requirements for provisional endorsement by the Kansas State Department of Education may be met prior to completion of the Master's Degree. An added endorsement is granted following successful completion of the approved sequence of courses.

Program Requirements  
(total of 36 credit hours)

ED 665 Introduction to Educational Research (3)  
RD 622 Instruction for Readers at Risk (3)

Adaptive Special Education Professional Courses  
SE 610 Learning & Behavior Problems (3)  
SE 620/622 Educational Planning (3)  
SE 630/632 Methods & Materials (3)  
SE 635 Conferencing & Consulting in Special

Education (3)  
SE 640 Individual & Group Management (3)  
SE 656/658 Practicum I (3)  
SE 657/659 Practicum II (3)  
SE 660/662 Assessment (3)  
SE 680 Resources for Families (3)

3. Describe the nature of the proposed change.

Remove the requirement for ED 668. Decrease the number of required hours for the M.Ed. in High Incidence Special Education from 36 to 33 credit 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?

N

# COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Kevin Charlwood</u>	<u>Approve</u>	<u>2017-10-09</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2017-10-20</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>2017-10-25</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2017-11-15</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Arts in Mathematics

1. Reason for this program change?

MA 343 Applied Statistics is eventually being phased out from our programs, and replaced by one of MA 346 Regression Analysis, MA 340 (ANOVA/Design of Experiments) or MA 341 Nonparametric Tests/Quality Control (the latter two are new courses pending approval).

2. Complete revised description.

**Mathematics**

Calculus (MA 151, 152, 153), Discrete Mathematics (MA 207), Linear Algebra (MA 301), Abstract Algebra (MA 354), Introduction to Real Analysis I (MA 371), Introduction to Real Analysis II (MA 372), Logic for Programming (PH 110) or Logic (PH 220), one of the following three courses ANOVA/Design of Experiments (MA 340), MA 341 Nonparametric Tests/Quality Control (MA 341) or Regression Analysis (MA 346); Mathematical Statistics (MA 344), a minimum of two hours of Problem Solving Strategies (MA 380), and Capstone Research (MA 388). In addition, 10-15 hours of correlated courses approved by the department are required. The correlated course requirement will be one of the following: Physics 261 and 262; Physics 281 and 282; EC 200, EC 201, BU 342, and BU 347; EC 200, EC 201, AC 224, AC 225, and BU 381; or a specially designed sequence to be approved by the Department Chair.

**Mathematics (Secondary Education Specialization)**

Calculus (MA 151, 152, 153), Discrete Mathematics (MA 207), Linear Algebra (MA 301), Applied Statistics (MA 343), Abstract Algebra (MA 354), Modern Geometry (MA 367), Introduction to Real Analysis I (MA 371), Logic for Programming (PH 110) or Logic (PH 220), History of Mathematics (MA 381) or Philosophy of Mathematics (PH 325), Capstone Experience (MA 387), and Capstone Research (MA 388). Students seeking certification to teach mathematics must also be formally

admitted to the University's Professional Teacher Education Programs. For admission requirements, see EDUCATION in this catalog.

Mathematics (Actuarial Science Specialization)

Calculus (MA 151, 152, 153), Mathematical Theory of Interest (MA 250), Linear Algebra (MA 301), one of the following three courses ANOVA/Design of Experiments (MA 340), Nonparametric Tests/Quality Control (MA 341) or Regression Analysis (MA 346); Mathematical Statistics (MA 344, MA 345), Regression Analysis (MA 346), Time Series Analysis (MA 348), Stochastic Processes (MA 347), Actuarial Mathematics (MA 385), Accounting (AC 224, AC 225), Economics (EC 200, EC 201), Business/Insurance - BU 374, BU 381, and BU 483.

3. Describe the nature of the proposed change.

The MA 343 Applied Statistics requirement is being replaced by a choice among three courses (two of which are new as of Fall 2018, part of the new Applied Statistics track): MA 340 ANOVA/Design of Experiments, MA 341 Nonparametric Tests/Quality Control or MA 346 Regression Analysis.

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?

Y

This change affects students pursuing Computer Information Sciences (CIS) degrees that require MA 343 Applied Statistics.

# COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
<b>Department</b>	<u>Kevin Charlwood</u>	<u>Approve</u>	<u>2017-11-28</u>
<b>Division</b>	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2017-11-28</u>
<b>Dept. of Educ.</b>	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
<b>Dean</b>	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2017-12-04</u>
<b>Curriculum Committee</b>	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-01-18</u>
<b>Accepted by CFC</b>	_____	_____	_____
<b>CAS Faculty</b>	_____	_____	_____

<b>Approved By:</b>	<b>Faculty Senate</b> _____	<b>University Faculty</b> _____	<b>WU Board of Regents</b> _____
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Program: Bachelor of Arts in Mathematics

1. Reason for this program change?

Re-doing my last two sets of entries for program changes to all three tracks, not realizing that they had not taken effect (until final approval). This set of changes encompasses the two earlier sets of changes.

2. Complete revised description.

**Mathematics**

Calculus (MA 151, 152, 253), Discrete Mathematics (MA 207), Linear Algebra (MA 301), one of the following three courses ANOVA/Design of Experiments (MA 340); Nonparametric Tests/Quality Control (MA 341); or, Regression Analysis (MA 346), Abstract Algebra (MA 354), Introduction to Real Analysis I (MA 371), Introduction to Real Analysis II (MA 372), Logic for Programming (PH 110) or Logic (PH 220), Mathematical Statistics (MA 344), a minimum of two hours of Problem Solving Strategies (MA 380), and Capstone Research (MA 388). In addition, 10-15 hours of correlated courses approved by the department are required. The correlated course requirement will be one of the following: Physics 261 and 262; Physics 281 and 282; EC 200, EC 201, BU 342, and BU 347; EC 200, EC 201, AC 224, AC 225, and BU 381; or a specially designed sequence to be approved by the Department Chair.

**Mathematics (Secondary Education Specialization)**

Statistics (MA 140), Calculus (MA 151, 152, 253), Number Theory and Discrete Math for Middle School and Secondary Teachers (MA 204), Discrete Mathematics (MA 207), Mathematics for Middle and Secondary Teachers (MA 230), Linear Algebra (MA 301), Abstract Algebra (MA 354), Modern Geometry (MA 367), Introduction to Real Analysis I (MA 371), a minimum of two hours of Problem Solving Strategies (MA 380), History of Mathematics (MA 381), and Capstone Research

(MA 388). Students seeking certification to teach mathematics must also be formally admitted to the University's Professional Teacher Education Programs. For admission requirements, see EDUCATION in this catalog.

Mathematics (Actuarial Science Specialization)

Calculus (MA 151, 152, 253), Linear Algebra (MA 301), one of the following two courses ANOVA/Design of Experiments (MA 340); Nonparametric Tests/Quality Control (MA 341), Mathematical Statistics (MA 344, MA 345), Regression Analysis (MA 346), Time Series Analysis (MA 348), Stochastic Processes (MA 347), Mathematical Theory of Interest (MA 384), Actuarial Mathematics (MA 385), Accounting (AC 224, AC 225), Economics (EC 200, EC 201), Business/Insurance - BU 374, BU 381, and BU 483.

3. Describe the nature of the proposed change.

MA 343 Applied Statistics is being replaced by a choice of one of three courses selected from MA 340, MA 341 and MA 346 for pure math and a choice of MA 340 or MA 341 for actuarial science, and by MA 140 for the math for secondary education program. MA 153 Calculus III is now numbered MA 253. In the math for secondary education track, two new courses are added: MA 204 and MA 230. The Logic requirement of PH 110 or PH 220 for secondary education is replaced by the new MA 204 course. MA 250 Theory of Interest is now numbered MA 384.

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?

Y

The Education department, as the math for secondary education track has education students in it.

# COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Kevin Charlwood</u>	<u>Approve</u>	<u>2017-10-09</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2017-10-20</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>2017-10-25</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2017-11-15</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Science in Mathematics

1. Reason for this program change?

MA 343 Applied Statistics is being phased out and replaced by a choice of one of three courses (two of them new, as of Fall 2018 in the new Applied Statistics track): MA 340 ANOVA/Design of Experiments, MA 341 Nonparametric Tests/Quality Control or MA 346 Regression Analysis.

2. Complete revised description.

**Mathematics**

Calculus (MA 151, 152, 153), Discrete Mathematics (MA 207), Linear Algebra (MA 301), one of the following three courses ANOVA/Design of Experiments (MA 340), Nonparametric Tests/Quality Control (MA 341) or Regression Analysis (MA 346); Abstract Algebra (MA 354), Introduction to Real Analysis I (MA 371), Introduction to Real Analysis II (MA 372), Logic for Programming (PH 110) or Logic (PH 220), Mathematical Statistics (MA 344), Capstone Experience (MA 387), and Capstone Research (MA 388). In addition, 10-15 hours of correlated courses approved by the department are required. The correlated course requirement will be one of the following: Physics 261 and 262; Physics 281 and 282; EC 200, EC 201, BU 342, and BU 347; EC 200, EC 201, AC 224, AC 225, and BU 381; or a specially designed sequence to be approved by the Department Chair.

**Mathematics (Secondary Education Specialization)**

Calculus (MA 151, 152, 153), Discrete Mathematics (MA 207), Linear Algebra (MA 301), Applied Statistics (MA 343), Abstract Algebra (MA 354), Modern Geometry (MA 367), Introduction to Real Analysis I (MA 371), Logic for Programming (PH 110) or Logic (PH 220), History of Mathematics (MA 381) or Philosophy of Mathematics (PH 325), Capstone Experience (MA 387), and Capstone Research (MA 388). Students seeking certification to teach mathematics must also be formally



admitted to the University's Professional Teacher Education Programs. For admission requirements, see EDUCATION in this catalog.

Mathematics (Actuarial Science Specialization)

Calculus (MA 151, 152, 153), Mathematical Theory of Interest (MA 250), Linear Algebra (MA 301), one of the following three courses ANOVA/Design of Experiments (MA 340), Nonparametric Tests/Quality Control (MA 341) or Regression Analysis (MA 346); Mathematical Statistics (MA 344, MA 345), Regression Analysis (MA 346), Time Series Analysis (MA 348), Stochastic Processes (MA 347), Actuarial Mathematics (MA 385), Accounting (AC 224, AC 225), Economics (EC 200, EC 201), Business/Insurance - BU 374, BU 381, and BU 483.

3. Describe the nature of the proposed change.

MA 343 Applied Statistics is being replaced by a choice among three courses MA 340 ANOVA/Design of Experiments, MA 341 Nonparametric Tests/Quality Control or MA 346 Regression Analysis. The first two of these options are new as of Fall 2018, and are part of the new Applied Statistics track. (The math for secondary education track will also undergo this change, along with others.)

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?

Y

MA 343 Applied Statistics is required in some of the Computer Information Sciences (CIS) programs.

# COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Kevin Charlwood</u>	<u>Approve</u>	<u>2017-11-06</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2017-11-17</u>
Dept. of Educ.	<u>N/A</u>		
(If relates to teacher certification program.)			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2017-11-21</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-01-18</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Science in Mathematics

1. Reason for this program change?

Changes to the mathematics for secondary education specialization have necessitated these changes to that program - two new courses MA 204 and MA 230, a previously introduced new course MA 380, that replace some existing requirements.

2. Complete revised description.

**Mathematics**

Calculus (MA 151, 152, 153), Discrete Mathematics (MA 207), Linear Algebra (MA 301), Applied Statistics (MA 343), Abstract Algebra (MA 354), Introduction to Real Analysis I (MA 371), Introduction to Real Analysis II (MA 372), Logic for Programming (PH 110) or Logic (PH 220), Mathematical Statistics (MA 344), Capstone Experience (MA 387), and Capstone Research (MA 388). In addition, 10-15 hours of correlated courses approved by the department are required. The correlated course requirement will be one of the following: Physics 261 and 262; Physics 281 and 282; EC 200, EC 201, BU 342, and BU 347; EC 200, EC 201, AC 224, AC 225, and BU 381; or a specially designed sequence to be approved by the Department Chair.

**Mathematics (Secondary Education Specialization)**

Statistics (MA 140), Calculus (MA 151, 152, 153), Number Theory and Discrete Math for Middle School and Secondary Teachers (MA 204), Discrete Mathematics (MA 207), Mathematics for Middle and Secondary Teachers (MA 230), Linear Algebra (MA 301), Abstract Algebra (MA 354), Modern Geometry (MA 367), Introduction to Real Analysis I (MA 371), a minimum of two hours of Problem Solving Strategies (MA 380), History of Mathematics (MA 381), and Capstone Research (MA 388). Students seeking certification to teach mathematics must also be formally admitted to the University's Professional Teacher Education Programs. For admission requirements, see

EDUCATION in this catalog.

Mathematics (Actuarial Science Specialization)

Calculus (MA 151, 152, 153), Mathematical Theory of Interest (MA 250), Linear Algebra (MA 301), Applied Statistics (MA 343), Mathematical Statistics (MA 344, MA 345), Regression Analysis (MA 346), Time Series Analysis (MA 348), Stochastic Processes (MA 347), Actuarial Mathematics (MA 385), Accounting (AC 224, AC 225), Economics (EC 200, EC 201), Business/Insurance - BU 374, BU 381, and BU 483.

3. Describe the nature of the proposed change.

New requirements are MA 140, MA 204, MA 230 and MA 380 which replace MA 343, 387, PH 110 or PH 220. PH 325 was an option in lieu of MA 381 many years ago, but PH 325 has not been offered for more than 15 years.

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?

Y

Yes, the changes affect Education students pursuing the mathematics for secondary education specialization.

# COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Kevin Charlwood</u>	<u>Approve</u>	<u>2017-11-17</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2017-11-17</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>2017-11-27</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-01-18</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Science in Mathematics

1. Reason for this program change?

Minor changes as suggested by the Natural Sciences Division.

2. Complete revised description.

**Mathematics**

Calculus (MA 151, 152, 253), Discrete Mathematics (MA 207), Linear Algebra (MA 301), Applied Statistics (MA 343), Abstract Algebra (MA 354), Introduction to Real Analysis I (MA 371), Introduction to Real Analysis II (MA 372), Logic for Programming (PH 110) or Logic (PH 220), Mathematical Statistics (MA 344), Capstone Experience (MA 387), and Capstone Research (MA 388). In addition, 10-15 hours of correlated courses approved by the department are required. The correlated course requirement will be one of the following: Physics 261 and 262; Physics 281 and 282; EC 200, EC 201, BU 342, and BU 347; EC 200, EC 201, AC 224, AC 225, and BU 381; or a specially designed sequence to be approved by the Department Chair.

**Mathematics (Secondary Education Specialization)**

Calculus (MA 151, 152, 253), Discrete Mathematics (MA 207), Linear Algebra (MA 301), Applied Statistics (MA 343), Abstract Algebra (MA 354), Modern Geometry (MA 367), Introduction to Real Analysis I (MA 371), Logic for Programming (PH 110) or Logic (PH 220), History of Mathematics (MA 381) or Philosophy of Mathematics (PH 325), Capstone Experience (MA 387), and Capstone Research (MA 388). Students seeking certification to teach mathematics must also be formally admitted to the University's Professional Teacher Education Programs. For admission requirements, see EDUCATION in this catalog.

**Mathematics (Actuarial Science Specialization)**

Calculus (MA 151, 152, 253), Mathematical Theory of Interest (MA 250), Linear Algebra (MA 301), Applied Statistics (MA 343), Mathematical Statistics (MA 344, MA 345), Regression Analysis (MA 346), Time Series Analysis (MA 348), Stochastic Processes (MA 347), Actuarial Mathematics (MA 385), Accounting (AC 224, AC 225), Economics (EC 200, EC 201), Business/Insurance - BU 374, BU 381, and BU 483.

3. Describe the nature of the proposed change.

Changes are as stated in the earlier version of the program changes submitted.

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?

Y

Education; math for secondary education majors now have a slightly different curriculum in their math requirements.

# COLLEGE OF ARTS AND SCIENCES PROGRAM CHANGE FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Kevin Charlwood</u>	<u>Approve</u>	<u>2017-11-28</u>
Division	<u>Jennifer Wagner</u>	<u>Approve</u>	<u>2017-11-28</u>
Dept. of Educ.	<u>N/A</u>		
(If relates to teacher certification program.)			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2017-12-04</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-01-18</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

Program: Bachelor of Science in Mathematics

1. Reason for this program change?

Re-doing program changes made to all three tracks in two earlier sessions, same as for the BA degree just submitted.

2. Complete revised description.

**Mathematics**

Calculus (MA 151, 152, 253), Discrete Mathematics (MA 207), Linear Algebra (MA 301), one of the following three courses ANOVA/Design of Experiments (MA 340); Nonparametric Tests/Quality Control (MA 341); or, Regression Analysis (MA 346), Abstract Algebra (MA 354), Introduction to Real Analysis I (MA 371), Introduction to Real Analysis II (MA 372), Logic for Programming (PH 110) or Logic (PH 220), Mathematical Statistics (MA 344), a minimum of two hours of Problem Solving Strategies (MA 380), and Capstone Research (MA 388). In addition, 10-15 hours of correlated courses approved by the department are required. The correlated course requirement will be one of the following: Physics 261 and 262; Physics 281 and 282; EC 200, EC 201, BU 342, and BU 347; EC 200, EC 201, AC 224, AC 225, and BU 381; or a specially designed sequence to be approved by the Department Chair.

**Mathematics (Secondary Education Specialization)**

Statistics (MA 140), Calculus (MA 151, 152, 253), Number Theory and Discrete Math for Middle School and Secondary Teachers (MA 204), Discrete Mathematics (MA 207), Mathematics for Middle and Secondary Teachers (MA 230), Linear Algebra (MA 301), Abstract Algebra (MA 354), Modern Geometry (MA 367), Introduction to Real Analysis I (MA 371), a minimum of two hours of Problem Solving Strategies (MA 380), History of Mathematics (MA 381), and Capstone Research (MA 388). Students seeking certification to teach mathematics must also be formally admitted to

the University's Professional Teacher Education Programs. For admission requirements, see EDUCATION in this catalog.

Mathematics (Actuarial Science Specialization)

Calculus (MA 151, 152, 253), Linear Algebra (MA 301), one of the following two courses ANOVA/Design of Experiments (MA 340); Nonparametric Tests/Quality Control (MA 341), Mathematical Statistics (MA 344, MA 345), Regression Analysis (MA 346), Time Series Analysis (MA 348), Stochastic Processes (MA 347), Mathematical Theory of Interest (MA 384), Actuarial Mathematics (MA 385), Accounting (AC 224, AC 225), Economics (EC 200, EC 201), Business/Insurance - BU 374, BU 381, and BU 483.

3. Describe the nature of the proposed change.

Changes are the same as for the BA degree just submitted. MA 343 Applied Statistics is being replaced by a choice of MA 340 or 341 for actuarial science students, a choice of MA 340, 341 or 346 for pure math, and by MA 140 for secondary education students. MA 153 Calculus III is now numbered MA 253. MA 250 Theory of Interest is now numbered MA 384. MA 204 and MA 230 are new courses, now required in math for secondary education; MA 204 replaces the PH 110 or PH 220 Logic requirement.

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?

Y

Education, as our math for secondary education students are education majors.

# COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Roy Wohl</u>	<u>Approve</u>	<u>2017-11-20</u>
Division	<u>Cherry Steffen</u>	<u>Approve</u>	<u>2017-12-11</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>2017-12-12</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>	<u>2018-02-02</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____

1. Title of Program.

Bachelor of Arts in Kinesiology in Health and Fitness Promotion

2. Rationale for offering this program.

National trends are demanding that Kinesiology graduates have increased health-related knowledge and experiences in developing and applying skills. This degree provides a clear pathway to specific entry level jobs and/or graduate programs in the health and fitness fields. This degree will ultimately replace our current Exercise Physiology degree, which is too narrow in scope and no longer practical for Kinesiology majors desiring health and fitness related jobs upon graduation.

3. Exact proposed catalog description.

This degree prepares students desiring careers in health promotion, wellness and/or fitness related settings such as exercise and sport performance, personal fitness training, corporate wellness, recreation and leisure, public health, and not-for-profit health-related agencies. In addition, students can pursue advanced degrees in other health and fitness related professions, but may need to complete additional course work to meet prerequisite requirements for specific graduate schools. Health and Fitness Promotion requirements are:

Major Requirements:

HL207, KN248, KN250, KN257, KN266, KN300 or KN318, KN306 or KN330, KN321, KN326, KN342, HL377, KN410, plus two electives from the following: KN308, KN335, KN357, KN411, and/or a KN elective course  $\geq 300$  level).

Activity Techniques requirement:



Choose one of the following courses: KN341, KN343, KN344, or KN345.

Internship Requirement:  
KN498 (150-300 contact hours)

Prerequisite Science Requirements:  
BI100/BI101 or BI102, BI250 or BI275, and BI255.

Correlated Requirements:  
Choose four of the following courses: AL320, CN306, HS371, MU307, PY326, SO315.

4. List and financial implications.

None.

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

Y

The options in the Correlated Requirements are courses from 6 different disciplines, so these courses may see some increase in student enrollment.

# COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation		Review Date
Department	<u>Roy Wohl</u>	<u>Approve</u>		<u>2017-11-20</u>
Division	<u>Cherry Steffen</u>	<u>Approve</u>		<u>2017-12-11</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>2017-12-12</u>
Curriculum Committee	<u>Linzi Gibson</u>	<u>Approve</u>		<u>2018-02-02</u>
Accepted by CFC	_____	_____		_____
CAS Faculty	_____	_____		_____
Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____	

1. Title of Program.

Bachelor of Science in Kinesiology in Exercise and Rehabilitation Science

2. Rationale for offering this program.

The current BS>Athletic Training major is being phased out due to the National Athletic Trainer's Association moving to a Master's degree minimum to sit for the Board of Certification exam. We have determined that this is not feasible for us and, instead, are creating a "pathway" to graduate school for students planning on pursuing graduate or professional degrees in allied-health related professions such as athletic training, exercise physiology, physical therapy, occupational therapy, chiropractic, cardiac rehabilitation, and nutrition/dietetics to name a few.

3. Exact proposed catalog description.

This degree prepares students planning to pursue graduate or professional school in fields such as Athletic Training, Exercise Physiology, Physical Therapy, Occupational Therapy, Chiropractic, Cardiac Rehabilitation, and Nutrition/Dietetics. The degree is designed to provide the theoretical knowledge and applied skills and competencies necessary to meet many of the prerequisites required for application to the above mentioned professional degree programs. Exercise and Rehabilitation Science Requirements are

Major Requirements:

HL248, KN266, KN291, KN300 or KN318, KN308, KN321, KN326, KN327, KN330, KN342, KN357, KN403, KN410, and KN411.

Major Electives:

Choose 9 credits from the following courses: KN257, KN315, KN335; KN341, KN343, KN344 or

KN345; KN350, KN367, KN491.

**Correlated Requirements:**

AL101 or KN250 and NU102, BI100/BI101 or BI102, BI255, BI275, CH121 or CH151, IL170, PY151 or MA140, AND PS131/132.

**Correlated Electives:**

Choose four of the following courses: AL257 or AL265, AL320, CN306, HL207, HS371 or HS378, PY231, PY326, and/or 6 credits of EMT certification.

**Natural Science Minor Requirements:**

30 credits total; 20 credits in Biology, 10 credits in Chemistry, Physics and/or Mathematics.

4. List and financial implications.

None

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

Y

Due to the Correlated, Correlated Elective and Natural Science Minor requirements in this degree, numerous departments across the University will benefit from our students taking more of their courses and should see an increase in credit hour production.

Will go to Faculty Senate

FACULTY AGENDA ITEM

Date: 12 December 2017

Submitted by: *Richard Liedtke #1812 Steven Grenus #1574*

SUBJECT: *Undergraduate student level classifications*

Background: Academic Standing was the first step in a planned two-step process that included changing academic classifications to better serve students. The new academic standing process which includes a new standard for categorizing students was voted in by the faculty in spring 2015. The classification proposal was to follow, but was delayed due to changes in the registrar's office and other administrative changes at the university. This more standard classification model is what we are proposing the university adopt beginning with the 2018-19 academic year. This proposal has also been delayed while we researched if student classification could be removed from some course prerequisites and replaced with a minimum number of credits earned with the advent of Banner 9 (implementation starting spring 2018). There is no change from Banner 8 (current version) that allows for prerequisites based on student classification to be coded using minimum earned credits instead.

Description: This request is to change the student classification hours to match the new academic standing policy. Thus, the proposed classifications are:

Proposed:	<u>Level</u>	<u>Completed Credit Hour Range</u>
	Freshman	0 – 29
	Sophomore	30 – 59
	Junior	60 – 89
	Senior	90+

  

Current:	<u>Level</u>	<u>Completed Credit Hour Range</u>
	Freshman	0 – 23
	Sophomore	24 – 53
	Junior	55 – 87
	Senior	88+

Rationale: This change would bring student classification in line with the student categories used in WU's Academic Standing policy as well as those used for the financial aid Satisfactory Academic Standing Policy. This change will move Washburn University in line with the six KBOR universities as we seek to attract transfer students and continue to be transfer friendly.

Identified Benefits:

- Will bring student classifications in line with Academic Standing categories
- Matches the practice of all KBOR universities for attracting transfer students (transfer friendly)
- Encourages concept of students earning at least 30 hours of credit in an academic year
- Aligns student classification with the categories used for the financial aid Satisfactory Academic Progress (SAP) which is aligned with our current Academic Standing policy

Identified Areas of Impact:

- Advanced registration schedule
- Enrollment in upper division courses
- Course prerequisites
- Declaration of major
- Acceptance to some minor programs
- Admission to the School of Business
- UG Catalog edits
- Financial Aid loan limits
- Possibly Residential Life and Academic Advising

There could be some impact on returning students who are currently under a given classification, whereby they may temporarily revert to a previous classification for a term. For example, under the current classification system, a student may have earned 24 hours and they would be classified as a sophomore. Under the proposed system having earned 24 hours will classify the student as a freshman. This would be a short-lived problem, and since we rarely list the classification on anything that is provided to the student, most would probably not notice the change.

Financial Implications: None

Proposed Effective Date: Fall term 2018.

Request for Action: *Approval by AAC/.FAC/FS/ Gen Fac, etc*

Approved by: *AAC on date*

*FAC on date*

*Faculty Senate on date*

Attachments Yes  No