

CFC Meeting Agenda
Monday, April 5, 2021, 4 p.m., via Zoom

Seid Adem
Allan Ayella
Rick Barker
Amber Dickenson
Rachel Goossen
Danielle Head
Lindsey Ibañez
Rebecca Meador

Michael McGuire
Justin Moss
Matt Nyquist
Michael O'Brien
Sangyoub Park
Vince Rossi
Jim Schnoebelen
Azyz Sharafy

Janet Sharp
Theodore Shonka
Bradley Siebert
Josh Smith
Cherry Steffen
Courtney Sullivan
Loree Weir
Roy Wohl

- I. Call to Order
- II. Approval of CFC Minutes, Monday, February 8, 2021
- III. Division Reports
 - a. NSD – minutes from March 12; CAS P&T wording suggestions
- IV. Committee Reports
 - a. CFC Curriculum Committee 2/22
- V. New Business
 - a. New Programs
 - i. Mass Media – new concentration in Sport and Event Media
 - b. Program Changes
 - i. Mass Media – revised minor in Film and Video
 - ii. Mass Media – revised minor in Mass Media
 - iii. Mass Media – revised minor in Applied Media
- VI. Discussion
 - a. Curriculum Process
- VII. Information Items
- VIII. Concerns
- IX. Announcements

Monday, February 8, 2021, 4 p.m., via Zoom

Present:	Michael McGuire	Janet Sharp
Rick Barker	Michael O'Brien	Theodore Shonka
Amber Dickinson	Sangyoub Park	Bradley Siebert
Rachel Goossen	Vince Rossi	Josh Smith
Danielle Head	Jim Schnoebelen	Cherry Steffen
Lindsey Ibañez	Azyz Sharafy	Courtney Sullivan
Rebecca Meador		Loree Weir

- I. Call to Order -- 4:01pm
- II. Approval of CFC Minutes, Monday December 7, 2020 -- Approved
- III. Accept Division Reports
 - a. Social Sciences -- minutes + electronic voting results Jan. 22, 2021 -- Accepted
 - b. Creative/Performing Arts -- October 15, 2020; Dec. 7-11, 2020 email; January 14-21, 2021 email -- Accepted
 - c. Humanities -- Sept. 1, 2020; Dec. 2, 2020; Dec. 2, 2020 statement on deletions -- Accepted
 - d. Education & Kinesiology -- Oct. 21, 2020 -- Accepted
- IV. Committee Reports
 - a. CFC Curriculum Committee 11/30 -- Approved
 - i. HL 377
 - ii. MA 200
 - iii. MA 201
 - iv. PH 625
 - v. PS 322
 - vi. PS 340
 - b. CFC Curriculum Committee 1/25 -- Approved
 - i. CN 359
 - ii. MU 402
 - c. CFC Curriculum Committee 2/1 -- Approved
 - i. AN 490
 - ii. CN 344
 - iii. SO 302
 - d. CFC Resources Committee 1/14 -- Approved
- V. New Business
 - a. New Programs
 - i. B.Ed. Speech and Theatre (Proposal was approved when it came through the CPA division; this is the exact same proposal but coming out of Humanities division. These proposals will be put together when presented to CAS.) -- Approved
 - ii. B.A. in Mass Media, advertising and public relations concentration -- new concentration -- Approved
 - b. Program Changes
 - i. B.A. in Anthropology -- Approved
 - *Changes are part of a recent review by the department and include revised program student learning outcomes.
 - *A question was asked about whether the incorporation of the Linguistic Anthropology course meant that the foreign language requirement was removed.
 - ii. B.S. in Anthropology -- Approved

c. Program Deletions

i. Musical Theatre concentration—pending WUBOR approval of B.A. in Musical Theatre—Approved

*A question was asked about how far does it go for approval beyond CFC? The response was after CFC approval, a program goes to the entire college, Faculty Senate, and the WU Board of Regents.

* A discussion point was whether it would be better to wait for the deletion until the new B.A. in Musical Theatre is approved. The concern is one program can be deleted and the other would not be approved.

*It was mentioned to work with the VPAA's office regarding the timing of the votes, as the deletion could be pulled if the new program is not approved.

*The vote for approval of the new B.A. in Musical Theatre was postponed from the last WUBOR meeting since it was the only item of business.

*This is our last meeting to vote on items that can make it in time to be included in next year's catalog.

*Approval of the deletion needs to be pending approval of the new B.A. in Musical Theatre.

ii. B.A. in German--Approved

*It is encouraged that everyone read the statement form the Humanities Division regarding the deletion of the B.A. in German and the Masters of Liberal Studies.

*A question was asked how the deletion is affecting other programs.

*Programs switching from B.A. degrees to B.Ed. degrees removed foreign language requirement.

*A comment was made that more consistency in the submitted information of the program change/approval/deletion forms in terms of structure (ex: some submissions include the general education classes, other submissions do not) would be beneficial. Regarding this comment, it was mentioned the CourseLeaf software, schedule to be implemented soon, should be able to help streamline some of these issues.

iii. Minor in German--Approved

iv. Masters of Liberal Studies—Approved

*The statement on program deletions from the Humanities Division was mentioned again.

*The deletion of this program means less opportunities to teach courses that were requirements for the program.

VI. Discussion

a. Revised Student Perception Survey Instrument

*There will no longer be a core set of questions at the university level; the core set of questions will be consistent throughout the College of Arts and Sciences.

* The VPAA requested certain topic areas for the questions.

*Each department can add department-specific questions.

*The revised perception forms were discussed with department chairs, who recommended moving ahead with the core questions but to wait with the implementation of these questions until the Fall 2021 semester.

*All questions have previously been used except for one new one regarding inclusive teaching practices.

*With this abbreviated question set, department-specific questions can be added until late March.

*Specific input from different departments: Math liked the length (10-12 questions) of the form, but questioned how Questions 4 and 7 were different.

*The History Department had a concern with Question 7 about respect; suggested changing the rating

to very high, high, moderate, low, or not observed instead of the level of effectiveness.

*There was concern about the subjective nature of the question regarding respect.

*A comment was made that with the old SIR-II questionnaire, there was an appendix with resources to help improve lower scores.

*A question was asked whether this set of questions was tested for reliability and validity.

*Given the concerns mentioned, the item was moved to the Professional Development subcommittee for further consideration.

VII. Information Items

*Discussion has begun regarding the graduation plan for the spring. The current plan is smaller in-person ceremonies occurring after final exams.

*It was mentioned at an Academic Leaders meeting that we will be planning for the Fall 2021 semester with social distance requirements still in place.

*Considering the disruptions this past year, there is a revised academic forgiveness policy, different from the academic fresh start policy (for students away for 3 years or more), for current students.

VIII. Concerns

IX. Announcements

a. WUmester events: Panel 2/10 at noon; Lecture and Panel 2/18 at 2 p.m. – materials in packet

b. The Faculty Affairs subcommittee of Faculty Senate is soliciting questions and concerns from faculty, especially untenured faculty, about how COVID-19 has impacted tenure and promotion processes.

- To provide anonymous feedback, complete this form:

https://forms.office.com/Pages/ResponsePage.aspx?id=7Wn3jmCVpUQWbSvHiAvQBqIYyGXp719Ii2RY653OkI9UQkFVTDIWUjgw_UVo0UUtEVVE2NVBTRkhETy4u

- Also consider attending and voicing concerns at the listening session on 2/10 @ 4 PM:

https://washburn.zoom.us/j/96727296294?pwd=UTIneWhtSDIBb1_VzOUhzUFROY0lxdz09&from=addon

*Apeiron is April 16th and will be virtual

* Check out the Faculty success groups for the spring

*Tier 3 teaching consultation (CTEL)

*Student show: February 25th

X. Adjournment – 5:08 pm

Natural Science Division (NSD) Minutes for Friday, March 12, 2021.

I. Zoom meeting called to order at 2:01 pm by Division Chair Seid Adem.

II. Minutes of the previous NSD meetings (11/13/20) were approved as circulated.

III. Committee Reports –

Apeiron has very low numbers. Bruce Mechtly

Faculty Senate – It has been noted that there will be a review of Small programs similar to the activity with Kansas Board of Regents. This is to be ready if/when our board asks the same thing.

IV. Old Business – none

V. New Business

A. NSD Chair and Committee Elections

i) NSD Chair election – Seid Adem

ii) Academic/Sweet Sabbatical – Andrew Herbig

iii) General Education – Keith Mazachek

iv) Undergraduate Probation and Reinstatement – Hoang Nguyen

v) University program Review – Takrima Sadikot

vi) Faculty Senate – Shaun Schmidt and Cecil Schmidt

vii) College Promotion and Tenure (CAS CPTC) – Susan Bjerke

viii) Honors Advisory Board – Guannan (Gary) Hu

B. NSD chair Tenure guideline proposal – The division voted to send this to the CAS CFC's Professional Development committee for action.

Change 'research and publication' d. Research and Scholarship section in paragraph 1 be replaced by 'scholarly activities appropriate for their discipline as defined by the departmental tenure and promotion criteria'.

Change 'his or her' to 'their' for this whole section

Remove last sentence of first paragraph d. Research and Scholarship section

Rewrite second paragraph with bullet points or change all the ' and ' conjunctions to 'or'.

The division would like to encourage the faculty development committee to look at teaching and service sections as well.

VI. Discussion – none

VII. Announcements – none

The meeting was adjourned at 2:14pm.

Minutes respectfully submitted by Rick Barker, Secretary

There was an interesting and informative presentation by Dr. Allan Ayella, "Engaging students in Protein Chemistry Research."

Current language

d. Research and Scholarship

Scholarly activity is the obligation of all tenure-track members of the faculty of the College of Arts and Sciences. A faculty member's scholarship must be judged by his or her contributions to knowledge through **research and publication**. It is reflected both in his or her reputation among other scholars and in the performance of his or her students.

Scholarly activities include publication of books, articles and reviews of a scholarly nature and the presentation of professional papers, the directing of productive work by advanced students, the conducting of professional workshops, the receipt of awards and fellowships, memberships on boards and commissions devoted to inquiry, and the judgment of professional colleagues. Scholarship may also be judged by significant achievement in an art related to a faculty member's work, such as musical performance or composition, creative writing, or juried or invitational art exhibits.

Proposed Language

d. Research and Scholarship

Scholarly activity is the obligation of all tenure-track members of the faculty of the College of Arts and Sciences. A faculty member's scholarship must be judged by ~~their his or her~~ contributions to knowledge through ~~scholarly activities appropriate for his or her~~**their discipline as defined by the departmental tenure and promotion criteria**. It is reflected both in ~~his or her~~**their** reputation among other scholars and in the performance of ~~his or her~~**their** students. ~~{Consider removing last sentence}~~

Scholarly activities may include publication of books, articles and reviews of a scholarly nature and the presentation of professional papers, the directing of productive work by advanced students, the conducting of professional workshops, the receipt of awards and fellowships, memberships on boards and commissions devoted to inquiry, and the judgment of professional colleagues. Scholarship may also be judged by significant achievement in an art related to a faculty member's work, such as musical performance or composition, creative writing, or juried or invitational art exhibits. ~~{rewrite with bullet points or change all and's to or's.}~~

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College Faculty Council
Curriculum Committee Minutes
February 22nd, 2021, 4:00 PM – Zoom Meeting

Committee Members Present: Dickinson, Meador, Moss, Schnoebelen, Sharp, Smith, Steffen
Meeting guests: Erby, Stephenson

The 2/1/2021 committee minutes were approved via email, 2/2/2021

- I. The CAS Approval System was discussed:
 - a. CourseLeaf, New Electronic Catalogue
 - i. Planned for potentially Fall 2021
 - ii. The following represents committee discussion items/suggestions (questions provided by Erby/Stephenson)
 1. *What items should continue go to the library for consideration?*
 - a. Send new items only, courses/programs
 2. *What should be the role of the library (e.g., to “approve” proposed changes? To “recommend”?)*
 - a. Library still to be part of the process so that departments are aware of current holdings to support programs/courses
 - b. Discussion concerning the potential library wording
 - i. More a notification step than an approval
 - ii. “availability of library’s resources to support the class/program”
 - iii. More of an awareness for all parties
 - iv. Departments to potentially work with an assigned librarian to find resources
 - v. Comment section to potentially be added within the system
 3. *What items should continue to go to the Department of Education for consideration?*
 - a. New software has the ability to check teacher certification needs
 - b. New system to notify education when necessary
 4. *What should be the process for interdisciplinary program creations and deletions?*
 - a. Programs will be considered separately but then be combined at the Dean/CFCCC level
 - b. System could possibly be set up to accommodate various chairs working together, then departments, then division, etc.
 5. *The current terminology on the change forms is “approve.” Should that be changed to “recommend”?*
 - a. “Approve” is still acceptable for changes, new courses/programs
 - b. Consider adopting “recommend” language for program deletions
 - II. The following courses were discussed:
 - a. Culture and Human Sexuality (AN 302) *Course Change - **Approved***
 - i. Description
 1. Reflects current curricula

- 2. More clarity provided
 - ii. New title - Culture, Gender, and Sexuality
 - iii. Prerequisites
 - 1. AN112, or AN113, or consent of instructor, clarified by Sundal, 2/1/2021
- b. Forensic Anthropology (AN 316) *Course Change* - **Approved**
 - i. Course Description
 - 1. Clarified
 - ii. Course Title
 - 1. New Title - Forensic Anthropology and Laboratory
 - iii. Prerequisites
 - 1. AN 118 removed as a possible prerequisite
 - 2. AN 114 or AN 116 remain
- c. Field Methods-Forensic Anthropology (AN 374), *Course Change* - **Approved**
 - i. Course Description
 - 1. Clarified
 - ii. Course Title
 - 1. New Title - Forensic Archaeology
 - 2. Better reflects course content
 - iii. Prerequisites
 - 1. Option added
 - a. AN 114 or AN 316
- d. Film Making I (MM 372), *Course Change* - **Approved**
 - i. Course Description
 - 1. Updated description/title
 - 2. Part of new curriculum
 - ii. Course Title
 - 1. New Title - Film Production
 - iii. Prerequisites
 - 1. MM 222, MM 312, and MM 350
- e. Film Making II (MM 414), *Course Change* - **Approved**
 - i. Course Description
 - 1. Clarifies sequencing and content
 - ii. Course Title
 - 1. New Title - Advanced Film Production
 - iii. Prerequisite
 - 1. MM 372 or consent
- f. Journalism (MM 403), *Course Change* - **Approved**
 - i. Course description
 - 1. Clarifies sequencing and content
 - ii. Course title
 - 1. New Title - Advanced Professional Media Writing
- g. Mass Media Research (MM 351), *Course Change* - **Approved**
 - i. Course Description
 - 1. Clarifies sequencing and course description
 - ii. Course Title
 - 1. New Title - Data Literacy & Audience Research
 - iii. Prerequisites

- 1. MM 321 or consent
 - iv. Corequisite
 - 1. MM 352
 - h. Advertising I (MM 352), Course Change - **Approved**
 - i. Course Description
 - 1. Clarifies sequencing and content
 - ii. Course Title
 - 1. New Title - Advertising and PR Strategies
 - iii. Prerequisite
 - 1. MM 202 and MM 321 or consent
 - iv. Corequisite
 - 1. MM 351
 - i. Introduction to Film and Video Techniques (MM 309), *New Course* - **Approved**
 - i. Film and video production basics
 - ii. Prerequisites - MM 100 and MM 199
 - iii. Part of Sports and Media concentration
 - iv. Part of Contemporary Journalism concentration
 - 1. Replaces MM 409
 - v. No book, app instead
- III. Further clarification will be sought from Mass Media regarding the following courses:
 - a. Mass Media Law (MM 300), *Course Change*
 - i. Description issue
 - b. Video Game Storytelling (MM 303), *New Course*
 - i. Storytelling & project possibly incongruent with description which emphasizes the professional side.
 - c. Broadcast Performance (MM 311), *Course Change*
 - i. Significant changes to original description, speaking/performing moves to production focus, new course?

Meeting Adjourned, 5:32 PM

Submitted by Rebecca Meador



Washburn University
College of Arts & Sciences - Course Approval System

Course Approval Form

Culture and Human Sexuality AN 302

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2020-11-18 12:38:14

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

GENERAL EDUCATION COMMITTEE

Does the General Education Committee approve this course for general education credit? -

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N 2020-11-19 16:15:53

If yes, please explain:

OTHER AFFECTED DEPARTMENTS/SCHOOLS

Will the requested changes to this course in any way affect your offerings or majors? -

If yes, please explain:

DIVISION APPROVAL -

DEAN APPROVAL Y

Due to problems in the course approval process, the Division approval is not possible to enter. The Division minutes below reflect the approval:

Meeting minutes: Friday, November 20, 2020 at noon
Social Science Division, Washburn University

In attendance: Lindsey Ibanez, Mary Sundal, Jason Miller, Laura Murphy, Alex Myers, Sangyoub Park, (Sociology & Anthropology); Kim Morse, Kelly Erby, Tom Prasch, Bruce Mactavish, Kerry Wynn (History); Michael McGuire, Cindy Turk, Mike Russell, (Psychology); Amber Dickenson (Political Science)

The minutes from the October meeting had already been approved via email.

Ibanez noted that the current number of Social Science faculty is 28, and therefore if a 50% quorum is desired, it

would be fulfilled with 14 attendees.

Items for consideration:

1. Sociology course change (SO302)
2. Anthropology course change (AN302)
3. Anthropology course deletion (AN335)
4. Anthropology new course addition (AN490)
5. Anthropology program change

Sundal explained the proposed changes. Mactavish asked whether 490 was an allowable course number. Sundal noted that there were existing undergraduate courses with a 400 course number, and Miller said the number was available when he checked with the registrar. The division voted to approve all. (Four members were unable to attend the meeting but voted to approve by email.)
The next Division meeting is set for January 22, 2021 at noon.

Approved by email

CFCCC APPROVAL Y

VPAA COMPLETE? -



Washburn University
College of Arts & Sciences - Course Approval System

Change Request Form

Culture and Human Sexuality AN 302

What is the rationale for the change?

We have revised the course title, description, and prerequisites to reflect current curricula. The current title and description were unclear and we have updated them so that students and advisors will have better knowledge of the course content. We also updated the prerequisites to include a newer course, AN113 Linguistic Anthropology, as a potential prerequisite.

Please indicate what about the course is to be changed?

- | | |
|--|---|
| - Course Description (minor change) | Yes Course Description (substantive change) |
| - Course Number | Yes Course Title |
| - 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*):

AN 302 (3) Culture, Gender, and Sexuality

Revised Course Description and updated prerequisites:

This course introduces students to anthropological perspectives on sex, gender, and sexuality. Special attention is given to the social, political, economic, and cultural processes that shape us to act and think as particular kinds of sexed, gendered, and sexualized persons, including the complexities and dilemmas posed by intersecting identities (e.g, race, ethnicity, class, religion). Prerequisite: AN 112, or AN 113, or consent of instructor.

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

n/a

- Course repeatable?

Effective date? Spring 2021

Initiator's E-mail Address: mary.sundal@washburn.edu



Washburn University
College of Arts & Sciences - Course Approval System

Course Approval Form

Forensic Anthropology AN 316

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2020-12-17 08:40:26

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

GENERAL EDUCATION COMMITTEE

Does the General Education Committee approve this course for general education credit? -

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N 2020-12-17 10:30:21

If yes, please explain:

OTHER AFFECTED DEPARTMENTS/SCHOOLS

Will the requested changes to this course in any way affect your offerings or majors? -

If yes, please explain:

DIVISION APPROVAL -

DEAN APPROVAL Y

Because of problems with the course approval process, the recommendation of the Social Science Division is not reflected. Below is the documentation of Social Science approval.

Social Science Division meeting minutes
January 22, 2021 at noon via Zoom

In attendance: Ashley Maxwell, Lindsey Ibañez, Mary Sundal, Laura Murphy, Jason Miller, Sangyoub Park, Alex Klales, Alex Myers (Sociology/Anthropology), Kelly Erby, Kim Morse, Kerry Wynn, Tom Prash, Bruce Mactavish, Rachel Gossen (History), Michael McGuire, Mike Russell, Linzi Gibson (Psychology), Linsey Modellmog (Political Science).

The minutes from the November 20, 2020 meeting were approved electronically on November 30, 2020.

Items of business:

- 1) Selection of representative to FITAC (faculty instructional technology advisory committee): Linsey Modellmog volunteered to serve again; the division unanimously approved her appointment.
- 2) Forensic Anthropology course changes: Minor changes are proposed to AN118, AN166, AN316, AN327, AN358, AN375, AN428, AN374. Sundal explained the changes and their rationale. The division voted unanimously to consider the course changes all at once, rather than separately. Ibañez said she will send a poll for members to vote on the changes. Miller asked why a course was titled Anthropology Field School instead of Forensic Anthropology Field School; Sundal responded that it may be a Banner issue and she will look into it.
- 3) Forensic Anthropology program change: Mactavish asked how many hours the program consisted of, and Sundal and Klales noted that the required hours would not change under the proposed rules, and they are consistent with college recommendations. Prasch asked why the natural science requirement was 30 hours, and Klales noted that is the university-wide requirement for a concentration in a Bachelor of Science program. Ibañez said this vote will be included in the poll for the course changes, as a separate question.

Discussion items:

Ibañez asked department chairs to notify her by email when they submit course or program changes because she has not received all notifications through the system when changes are submitted.

Morse addressed concerns over the recent announcement by KBOR that member institutions can dismiss tenured faculty without declaring a financial emergency.

Moddemog asked about summer advising. Erby said there would be changes to NSO advising this summer.

From: Lindsey Ibanez

Date: Wednesday, January 27, 2021 at 1:07 PM

To: socsci

Subject: Vote update and Student Perception Survey

Dear division colleagues,

Thank you for taking the time to vote; the proposed changes to Forensic Anthropology passed.

Also, CAS is seeking our feedback on revisions to the student perception survey; attached is a document that contains 1) the old survey, 2) the abbreviated one we used last spring, and 3) a draft of the proposed revised survey. Please let me know if you have any comments before February 7.

Best,
Lindsey

CFCCC APPROVAL Y

VPAA COMPLETE? -



Washburn University
College of Arts & Sciences - Course Approval System

Change Request Form

Forensic Anthropology AN 316

What is the rationale for the change?

Anthropology faculty reviewed course titles, descriptions, and prerequisites for the forensic-related courses as part of a larger review of the B.S. in Anthropology curriculum. We clarified the course description language for AN316 and added "Laboratory" to the title to better reflect course content and teaching methodology. In addition, we removed one course (AN118) from the possible prerequisite list.

Please indicate what about the course is to be changed?

Yes Course Description (minor change)

- Course Number
- Credit Hours
- Change from graded to credit/no credit
- Requesting General Ed. Approval

- Course Description (substantive change)

Yes Course Title

Yes Course Prerequisites

- Change from credit/no credit to graded
- Other

If "Other", *please specify*:

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

AN316 Forensic Anthropology and Laboratory

In this laboratory-based course, students will apply forensic anthropological methods and theories to recover and positively identify human remains and to evaluate trauma and taphonomy in medico-legal contexts. Forensic anthropology will also include an overview of the historical and current developments in the field. Prerequisites: AN 114 or AN 116.

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

- Course repeatable?

Effective date? Fall 2021

Initiator's E-mail Address: mary.sundal@washburn.edu



Washburn University
College of Arts & Sciences - Course Approval System
Significant Change

[Logout](#)

Course Approval Form -

[Edit](#) [Print version](#) [Return to List](#)

AN 374 Field Methods-Forensic Anthro

[Click here for Banner Course Catalog Information](#)

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2020-12-23 10:07:14

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N 2021-01-05 15:34:34

If yes, please explain:

DIVISION APPROVAL -

DEAN APPROVAL Y

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January 22, 2021 at noon via Zoom

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Discussion items:

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Modellmog asked about summer advising. Erby said there would be changes to NSO advising this summer.

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To: socsci
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Best,
Lindsey

CFCCC APPROVAL Y

VPAA COMPLETE? -

Update



Washburn University
College of Arts & Sciences - Course Approval System

Change Request Form

Field Methods-Forensic Anthro AN 374

What is the rationale for the change?

Anthropology faculty reviewed course titles, descriptions, and prerequisites for the forensic-related courses as part of a larger review of the B.S. in Anthropology curriculum. For AN374, we clarified the course description language and altered the course title to better reflect course content. We also add another prerequisite option for the course.

Please indicate what about the course is to be changed?

Yes Course Description (minor change)

- Course Number
- Credit Hours
- Change from graded to credit/no credit
- Requesting General Ed. Approval

- Course Description (substantive change)

Yes Course Title

Yes Course Prerequisites

- Change from credit/no credit to graded
- Other

If "Other", *please specify*:

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

AN 374 Forensic Archaeology

In this course, students will learn how to properly survey and excavate outdoor crime scenes containing human remains and forensic evidence using state-of-the-art techniques. Students will gain hands-on experience working in a mock-forensic excavation setting. This course is a prerequisite for AN375 Forensic Anthropology Field School. Prerequisites: AN114 or AN316.

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

n/a

- Course repeatable?

Effective date? fall 2021

Initiator's E-mail Address: mary.sundal@washburn.edu



Washburn University
College of Arts & Sciences - Course Approval System
Significant Change

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Course Approval Form -

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MM 372 Filmmaking I

[Click here for Banner Course Catalog Information](#)

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2021-01-06 10:23:23

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N

2021-01-06 10:32:51

If yes, please explain:

DIVISION APPROVAL Y

2021-01-21 18:04:33

DEAN APPROVAL Y

2021-01-22 08:52:29

CFCCC APPROVAL Y

2021-02-24 20:48:55

VPAA COMPLETE? -

Update



Washburn University
College of Arts & Sciences - Course Approval System

Change Request Form

Filmmaking I MM 372

What is the rationale for the change?

As part of our new curriculum, this course needed a new title as well as an updated description and prerequisites.

Please indicate what about the course is to be changed?

- | | |
|--|--|
| - Course Description (minor change) | Yes Course Description (substantive change) |
| - Course Number | Yes Course Title |
| - 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*):
Change title from "Filmmaking I" to "Film Production"

Proposed new course description and prerequisites:

"This lab course provides students an opportunity to utilize the skills and theory they've learned from the prerequisite film courses on three high quality film projects as a collaborative trio. Students learn directing, producing and production/post sound skills as well as utilize their editing and cinematography skills with a focus on collaboration. With an emphasis on the professional environment, students acquire skills that allow them to walk onto any set or post-production environment on any type of narrative production. Prerequisites: MM222, MM312, and MM350"

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

None

- Course repeatable?

Effective date? Fall 2021

Initiator's E-mail Address: maria.stover@washburn.edu



Washburn University
College of Arts & Sciences - Course Approval System

Course Approval Form

Filmmaking II

MM 414

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2021-01-07 08:56:58

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

GENERAL EDUCATION COMMITTEE

Does the General Education Committee approve this course for general education credit? -

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N 2021-01-11 10:39:27

If yes, please explain:

OTHER AFFECTED DEPARTMENTS/SCHOOLS

Will the requested changes to this course in any way affect your offerings or majors? -

If yes, please explain:

DIVISION APPROVAL Y 2021-01-21 18:03:03

DEAN APPROVAL Y 2021-01-22 09:03:55

CFCCC APPROVAL Y 2021-02-24 20:50:25

VPAA COMPLETE? -



Washburn University
College of Arts & Sciences - Course Approval System

Change Request Form

Filmmaking II MM 414

What is the rationale for the change?

The proposed change fits better with our new curriculum. It reduces confusion with regard to content and sequencing of classes.

Please indicate what about the course is to be changed?

- | | |
|--|--|
| - Course Description (minor change) | Yes Course Description (substantive change) |
| - Course Number | Yes Course Title |
| - 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*):

Change course title from "Filmmaking II" to "Advanced Film Production"

Proposed description and prerequisites:

"This advanced lab course functions as a full-fledged production company that works on one high-quality film project. Students select a director and producer duo from the class who then hire out the rest of the class as the DP/cinematographer, editor(s), production sound, post sound, assistant director, costume designer, production designer, and additional positions. The business aspects are analyzed from funding to distribution so students can leave the class with a high-quality project and a deeper understanding of how to work in whatever aspect of the business they chose.

Prerequisites: MM372 or consent."

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

None.

- Course repeatable?

Effective date? Fall 2021

Initiator's E-mail Address: maria.stover@washburn.edu



Washburn University
College of Arts & Sciences - Course Approval System

Course Approval Form

Journalism MM 403

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2021-01-11 11:02:32

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

GENERAL EDUCATION COMMITTEE

Does the General Education Committee approve this course for general education credit? -

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N 2021-01-11 11:06:25

If yes, please explain:

OTHER AFFECTED DEPARTMENTS/SCHOOLS

Will the requested changes to this course in any way affect your offerings or majors? -

If yes, please explain:

DIVISION APPROVAL Y 2021-01-21 18:02:26

DEAN APPROVAL Y 2021-01-22 09:06:42

CFCCC APPROVAL Y 2021-02-24 20:52:16

VPAA COMPLETE? -



Washburn University
College of Arts & Sciences - Course Approval System

Change Request Form

Journalism MM 403

What is the rationale for the change?

The proposed changes reduce confusion with regard to content and sequencing of classes as part of our new curriculum.

Please indicate what about the course is to be changed?

- | | |
|--|--|
| - Course Description (minor change) | Yes Course Description (substantive change) |
| - Course Number | Yes Course Title |
| - Credit Hours | - 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*):

Change title from "Journalism" to "Advanced Professional Media Writing"

Proposed description:

"This course focuses on writing and information design skills by giving students the opportunity to practice writing mechanics, story editing, interviewing, and design for real-world publications like the Mass Media Alumni Newsletter, the Mass Media Messenger, and the Washburn Review. Students will also learn how to tailor messages to specific audiences and explore the duties of publication editors and managers from an organizational standpoint. Prerequisite: MM202."

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

None.

- Course repeatable?

Effective date? Fall 2021

Initiator's E-mail Address: maria.stover@washburn.edu



Washburn University
College of Arts & Sciences - Course Approval System

Course Approval Form

Mass Media Research MM 351

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2021-01-25 12:16:35

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

GENERAL EDUCATION COMMITTEE

Does the General Education Committee approve this course for general education credit? -

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N 2021-01-25 12:48:33

If yes, please explain:

OTHER AFFECTED DEPARTMENTS/SCHOOLS

Will the requested changes to this course in any way affect your offerings or majors? -

If yes, please explain:

DIVISION APPROVAL Y 2021-02-11 08:54:20

DEAN APPROVAL Y 2021-02-11 09:34:07

CFCCC APPROVAL Y 2021-02-24 20:54:20

VPAA COMPLETE? -



Washburn University
College of Arts & Sciences - Course Approval System

Change Request Form

Mass Media Research MM 351

What is the rationale for the change?

The proposed changes bring clarity to the new curriculum in terms of sequencing and course description. This class will be a corequisite to MM352.

Please indicate what about the course is to be changed?

- | | |
|--|--|
| - Course Description (minor change) | Yes Course Description (substantive change) |
| - Course Number | Yes Course Title |
| - 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*):

Change title from "Mass Media Research" to "Data Literacy & Audience Research"

Proposed course description and prerequisites:

"To make effective strategic decisions, advertising and public relations professionals must be informed of trends and changes related to an organization and its competitive environment. Furthermore, advertising and public relations professionals must know how to design and execute research that will inform organizational decision-making and the creative process. Working from the perspective of a brand strategist, students in this course collect, interpret, evaluate, and report research findings. Students are exposed to both qualitative and quantitative research methods for advertising and public relations program management. Emphasis is placed on the research process, sampling techniques, data collection methods, evaluation of data, and report writing. Prerequisite: MM321 or consent. This class is a corequisite to MM352."

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

None

- | | |
|----------------------|---------------------------|
| - Course repeatable? | Effective date? Fall 2021 |
|----------------------|---------------------------|

Initiator's E-mail Address: maria.stover@washburn.edu



Washburn University
College of Arts & Sciences - Course Approval System

Course Approval Form

Advertising I MM 352

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2021-01-25 12:17:45

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

GENERAL EDUCATION COMMITTEE

Does the General Education Committee approve this course for general education credit? -

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N 2021-01-25 12:48:01

If yes, please explain:

OTHER AFFECTED DEPARTMENTS/SCHOOLS

Will the requested changes to this course in any way affect your offerings or majors? -

If yes, please explain:

DIVISION APPROVAL Y 2021-02-11 08:55:02

DEAN APPROVAL Y 2021-02-11 09:21:11

CFCCC APPROVAL Y 2021-02-24 20:57:04

VPAA COMPLETE? -



Washburn University
College of Arts & Sciences - Course Approval System

Change Request Form

Advertising I MM 352

What is the rationale for the change?

The proposed changes reduce confusion with regard to content and sequencing of classes as part of our new curriculum. This class is now adding MM351 as a corequisite.

Please indicate what about the course is to be changed?

- | | |
|--|--|
| - Course Description (minor change) | Yes Course Description (substantive change) |
| - Course Number | Yes Course Title |
| - 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*):

Change title from "Advertising I" to "Advertising and PR Strategies"

Proposed course description and prerequisites:

"This course focuses on the fundamentals related to the fields of advertising and public relations, and the larger roles that each discipline plays in an organization's overall integrated brand promotion (IBP) function. Students explore the foundational concepts related to the IBP industry's structure, professional careers in the field of IBP, how organizations segment and target potential and current consumers. Students also develop creative messaging for a variety of media channels, engage in strategic promotional planning, and discover brand building through reputation management and crisis communication techniques. Through this course, students emerge with both a broad understanding of IBP and its place in business and society, as well as a specific understanding of the IBP process. Prerequisites: MM202 and MM321 or consent. MM351 is a corequisite."

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

None.

- Course repeatable?

Effective date? Fall 2021

Initiator's E-mail Address: maria.stover@washburn.edu



Washburn University
College of Arts & Sciences - Course Approval System

Course Approval Form

Introduction to Film and Video Techniques **MM 309**

LIBRARY

E-Mail Address of librarian completing evaluation: alan.bearman@washburn.edu

Are current library holdings adequate? Y

2021-01-25 12:16:17

If no, what would be necessary to bring the library collection to an acceptable standard for this course offering?

Comments

GENERAL EDUCATION COMMITTEE

Does the General Education Committee approve this course for general education credit? -

Comments

EDUCATION DEPARTMENT

Will addition of/changes to this course in any way alter the program leading to a teacher certification? N 2021-01-25 12:48:46

If yes, please explain:

OTHER AFFECTED DEPARTMENTS/SCHOOLS

Will the requested changes to this course in any way affect your offerings or majors? -

If yes, please explain:

DIVISION APPROVAL Y 2021-02-11 08:54:07

DEAN APPROVAL Y 2021-02-11 09:35:47

CFCCC APPROVAL Y 2021-02-24 21:01:32

VPAA COMPLETE? -



Washburn University
College of Arts & Sciences - Course Approval System

Course Information Form

MM 309

Course Title: **Introduction to Film and Video Techniques**

Department: **Mass Media** Division: **Creative & Performing Arts**

Course Level: **Undergraduate** Prefix: **MM** Course Number: **309**

Effective Semester: **Fall** Effective Year: **2020** Credits: **3**

Course Catalog Description *(include prerequisites)*

This course provides students the opportunity to learn the basics of film and video production. Students are introduced to a variety of valuable video content creation tools and techniques such as effectively shooting video with a smartphone, and video editing using Adobe Premiere Pro. Students will apply what they learn throughout the course through the completion of various video projects. Prerequisites: MM100 and MM199

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

Prerequisites: MM100 and MM199

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 new course brings much needed film and video skills to our curriculum.

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

If 'Yes', which major(s)?

This course will be part of the Sport and Event Media as well as the Contemporary Journalism concentrations. It replaces MM409 Electronic Journalism in the Contemporary Journalism concentration.

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.

MM 393 | Intro to Film and Video Techniques
Spring 2021

Needed for Course | There is no textbook required to purchase, however, you may need: FilmicPro video app (\$14.99), a tripod for your phone, and an external storage device. You will also need an Adobe Creative Cloud subscription if you plan on working remotely.

Suggested Texts | The Filmmaker's Handbook (5th Ed.) by Pincus and Ascher, and The Smartphone Filmmaking Handbook by Neil Phillip Sheppard

Course Description

Designed for students interested in learning the fundamentals of film and video techniques which will include but not be limited to framing, composition, image control, 3-point lighting, and editing using Adobe Premiere Pro. Students will apply what they learn throughout the course through the completion of various video projects.

Course Objective

Upon completion of this course, students will --

1. Develop a strong understanding of basic film and video production concepts & techniques
2. Develop the sense and skills necessary to produce and edit a variety of video projects

Course Approach

There are three key aspects to this course: lecture, demonstration/tutorials, and practice. Lectures will be provided in .pdf form on D2L. Demonstrations/tutorials will be conducted during class time via Zoom. For practice, students will be assigned production projects to ensure they apply what they are learning in class. Students will present their projects for feedback from the instructor and their peers.

Coursework | Submit all video projects to the instructor's Washburn email account as a shareable link through either Vimeo or Google Drive. Point deductions could evolve from (but not be limited to) doing partial work and failure to follow instructions.

Course Evaluation

Your grade will be determined by the completion of the following:

Project 1: Countdown | 5 points

Project 2: Action Continuity | 10 points

Project 3 Production Materials | 5 points

Project 3: 12-Shot | 20 points

Project 4 Production Materials | 5 points

Project 4: Product Video | 20 points

Lighting Setup | 5 points

Final Exam | 15 points

Attendance & Participation | 15 points

Total | 100 points

GRADE PERCENTAGE POINTS

A 90-100% 90-100

B 80-89% 80-89

C 70-79% 70-79

D 60-69% 60-69

F 0-59% 0-59

Instructor Notes | This is a course that will require you to both participate actively and work independently. You should be organized and able to work for extended periods of time. Any production course can be very enjoyable, but also very time-consuming. You should plan to devote time to edit your work outside of class. The lab will be open in the evenings and full weekend access will be available throughout the semester. Please don't eat in the lab, and be extremely careful with drinks around the workstations. Project 1 is designed as a basic training exercise on Premiere Pro. If you are more comfortable using a different editing program, feel free to use it for Projects 2 through 4. Be sure to check D2L often for announcements and/or any changes to the schedule.

Additional comments:

Note: effective year should be 2021.

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

Initiator's E-mail Address: maria.stover@washburn.edu

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Maria Stover</u>	<u>Approve</u>	<u>2021-01-13</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2021-01-21</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2021-01-22</u>
Curriculum Committee	<u>Rebecca Meador</u>	<u>Approve</u>	<u>2021-04-01</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____

Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____
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1. Title of Program.

Bachelor of Arts in Mass Media, Sport and Event Media Concentration - new concentration (CIP: 09.0999)

2. Rationale for offering this program.

This new Mass Media concentration aligns with student demand and emerging trends in education. In a consultation with a Mass Media adviser, students will be able to create a personalized learning path that will correspond to their career aspirations (<https://er.educause.edu/articles/2014/11/the-coming-era-of-personalized-learning-paths>). This approach is seen as an alternative to the "one-size-fits-all" instruction, and aims to take student-centered learning to the next level (<https://www.insidehighered.com/digital-learning/blogs/online-trending-now/adaptive-learning-personalized-learning>). It also brings to the foreground the value of personalized faculty mentoring. Mass media is an applied field that places a high value on the development of such hard skills as journalistic writing, Associate Press style knowledge, social media, blogging, video editing, graphic design, etc. The development of these skills often happens through a variety of approaches, such as internships, volunteer work, job shadowing and extra-curricular involvement, and is not limited to a completion of a sequence of classes.

Students who choose this concentration will be given the option to:

- Take a special section of MM202 Professional Media Writing with a sports emphasis, possibly taught by a practitioner in this field
- Cover the sports beat in MM402 Advanced Professional Media Writing, which will allow them to produce and publish sports-related content for Student Media. Students interested in event media would cover the entertainment beat or do a combination of both.
- Shoot and edit a video on sport and event media in MM309 Film and Video techniques.
- Create a social media plan for a sports entity in MM415 Digital and Social Content Strategies. In

some instances, this class has real-world clients.

- Plan and execute tailgates as part of MM402 Sports Branding and Promotion.
- Plan and execute a film festival as part of MM430 Film Festival Management.
- Outside of class, students could be on the Washburn Sports Crew that is in charge of broadcasting all WU sports games, become an External Relations or Athletic Communications intern for Washburn Athletics, volunteer for the Sunflower State Games, or cover sports for WIBW radio or TV.

3. Exact proposed catalog description.

The sport and event media concentration prepares students to enter the fields of sports media or event management. The curriculum offers students the opportunity to develop knowledge regarding how sports and event media messages are created, communicated, and received by audiences as well as how those audiences are influenced by those messages. The course sequence includes instruction in professional media writing, television studio production, sports promotion and branding, media relations, as well as event planning and management. Students receive hands-on practice through work with various sports products and media organizations, as well as through the planning, promotion, and execution of department-related events, such as the WIFI Film Festival, Day of Giving, Mass Media Keynote Speaker Event.

Recommended minors: Business, Art, Museum Studies, Computer Science, Game Design, and Coaching

MM 100 (3) Introduction to Mass Media
MM 199 (3) Professional Media Applications
MM 321 (3) Advanced Prof. Media Applications
MM 300 (3) Media Law, Ethics & Diversity
MM 494 (2) Mass Media Internship
MM 499 (2) Career Development & Digital Portfolio
MM 202 (3) Professional Media Writing
MM 403 (3) Advanced Professional Media Writing
MM 415 (3) Digital and Social Content Strategies
MM 420 (3) Event Planning and Management
MM309 Introduction to Film and Video Techniques or MM311 TV Studio Production
MM402 Sports Branding and Promotion or MM430 Film Festival Management
Plus 6 hours of Upper Division electives in Mass Media (any concentration)
Total hours: 40

4. List any financial implications.

This change does not have financial implications since it's a new concentration, not a new program. This new concentration includes courses that we previously offered as electives or as part of old concentrations.

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

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Maria Stover</u>	<u>Approve</u>	<u>2021-01-13</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2021-01-21</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2021-01-22</u>
Curriculum Committee	<u>Rebecca Meador</u>	<u>Approve</u>	<u>2021-04-01</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____

Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____
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1. Title of Program.

Minor in Film and Video - revised (CIP: 09.0102)

2. Rationale for offering this program.

This is not a new minor but a revision of our existing minor in Film and Video that can be found in the catalog under:

<https://catalog.washburn.edu/undergraduate/college-arts-sciences/mass-media/film-video-minor/>

The proposed revisions include a change to the description and a reduction of credit hours from 21 to 15. We are also including the revised titles for the classes. This minor was developed over 12 years ago by a faculty member who is now retired. The minor, in its present form, does not reflect current trends or classes in our department.

In the case of the Film and Video minor, we are scaling back the hours to make all Mass Media minors the same credit hours. A 21-hour minor tends to be a burden to students because it is 6 hours longer than the typical minor found in the College of Arts and Sciences. The change also reflects a growing trend in our field where practical experience is becoming more valuable. This trend underscores the need to supplement course work with career-enhancing extracurricular activities. Students might be completing fewer credit hours, but they work closely with their minor adviser to identify and complete volunteer work, job shadowing and extra-curricular activities that align with their career interests.

In mass media, advisers meet with the minor students each semester and counsel them on which class would fit their needs most and help them further their career goals in the best way. This would allow us as faculty to be more inclusive of our minors and to ensure that we are retaining students at the highest level possible for the university.

3. Exact proposed catalog description.

The minor in Film and Video: A minor in film and video is available for students who wish to augment their visual storytelling skills through a mix of preproduction, production and postproduction courses. Students emerge with hands-on skills that have a wide applicability to their chosen main areas of study.

Students must complete a total of 15 credit hours consisting of:

MM100 Introduction to Mass Media

MM222 Screenwriting

MM312 Cinematography OR MM350 Film Editing and Theory

MM372 Film Production

MM405 Documentary Filmmaking OR MM414 Advanced Film Production

4. List any financial implications.

None.

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

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Maria Stover</u>	<u>Approve</u>	<u>2021-01-13</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2021-01-21</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2021-01-26</u>
Curriculum Committee	<u>Rebecca Meador</u>	<u>Approve</u>	<u>2021-04-01</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____

Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____
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1. Title of Program.

Minor in Mass Media - revised (CIP: 09.0102)

2. Rationale for offering this program.

This is not a new minor but a revision of our existing minor in Mass Media that can be found in the catalog under:
<https://catalog.washburn.edu/undergraduate/college-arts-sciences/mass-media/mass-media-minor/>
 The proposed revision includes a change to the description to match the updated concentrations and a reduction in the total credit hours from 18 to 15. We are also including the revised titles for the classes.

As part of our curriculum revision, we decided to make the minor in Mass Media easier to understand and easy to personalize. This is also the reason we have scaled back the hours. A 18-hour minor tends to be more of a burden to students because it is 3 hours longer than the typical minor found in the College of Arts and Sciences. The change also reflects a growing trend in our field where practical experience is becoming more valuable. This trend underscores the need to supplement course work with career-enhancing extracurricular activities. Students might be completing fewer credit hours, but they work closely with their minor adviser to identify and complete volunteer work, job shadowing and extra-curricular activities that align with their career interests. We have not revised our minors in over 12 years, and an update like this, especially in the field of mass media, is long overdue.

We are also following a surging trend in higher education where students would like to personalize a degree or minor to be more in line with their own career aspirations, and to accommodate this, we feel that a minor where students can choose classes from within required categories like "writing" and "skills," makes the most sense. Not all students need the most basic

writing class that mass media offers, which has long been a staple of the mass media minor. For example, we have many English majors take mass media as a minor and they tend to be at a writing level where a basic writing class is unhelpful for where these students are in their writing proficiency. Having the option for students like this to take a higher-level writing class will help them further their development and offer them a unique experience.

We also feel that having a more open minor will make the advising experience for mass media minors a more interactive and helpful process. Many students are not regularly in contact with a minor adviser, but, in mass media, advisers meet with the minor students each semester and counsel them on which class would fit their needs most and help them further their career goals in the best way. This would allow us as faculty to be more inclusive of our minors and to ensure that we are retaining students at the highest level possible for the university.

3. Exact proposed catalog description.

The minor in Mass Media: A minor can be developed in advertising and public relations, film and video, sport and event media, or contemporary journalism in consultation with a Department of Mass Media adviser.

Students must complete:

MM100, one writing course (MM202, MM222, MM403, MM415), one skills course (MM199, MM309, MM311, MM321), and an additional 6 credit hours selected in consultation with a Department of Mass Media adviser. This minor consists of 15 credit hours, with 9 credits that must be completed at the upper level.

4. List any financial implications.

None. This is a revision of an existing minor.

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

COLLEGE OF ARTS AND SCIENCES NEW PROGRAM REVIEW FORM

	Chair's Signature	Recommendation	Review Date
Department	<u>Maria Stover</u>	<u>Approve</u>	<u>2021-01-13</u>
Division	<u>Danielle Head</u>	<u>Approve</u>	<u>2021-01-21</u>
Dept. of Educ.	<u>N/A</u>		
<small>(If relates to teacher certification program.)</small>			
Dean	<u>Laura Stephenson</u>	<u>Approve</u>	<u>2021-01-27</u>
Curriculum Committee	<u>Rebecca Meador</u>	<u>Approve</u>	<u>2021-04-01</u>
Accepted by CFC	_____	_____	_____
CAS Faculty	_____	_____	_____

Approved By:	Faculty Senate _____	University Faculty _____	WU Board of Regents _____
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1. Title of Program.

Minor in Applied Media - revised (CIP: 09.0102)

2. Rationale for offering this program.

This is not a new minor but a revision of our existing minor in Applied Media that can be found in the catalog under:
<https://catalog.washburn.edu/undergraduate/college-arts-sciences/mass-media/applied-media-minor/>
 The proposed revision reduces the credit hours from 18 to 15 and changes one of the required courses to reflect our new curriculum (MM309). We are also including the revised titles for the courses.

As part of our curriculum revision, we are updating and aligning all our minors to be 15 credit hours. A 18-hour minor tends to be more of a burden to students because it is 3 hours longer than the typical minor found in the College of Arts and Sciences. The change also reflects a growing trend in our field where practical experience is becoming more valuable. This trend underscores the need to supplement course work with career-enhancing extracurricular activities. Students might be completing fewer credit hours, but they work closely with their minor adviser to identify and complete volunteer work, job shadowing and extra-curricular activities that align with their career interests.

In mass media, advisers meet with the minor students each semester and counsel them on which class would fit their needs most and help them further their career goals in the best way. This would allow us as faculty to be more inclusive of our minors and to ensure that we are retaining students at the highest level possible for the university.

3. Exact proposed catalog description.

The minor in Applied Media: Undergraduates with majors outside of Mass Media often pursue careers that require skills taught in Mass Media courses, such as crafting effective mediated messages, managing social media campaigns or shooting and editing videos. The minor in Applied Media allows students to gain knowledge about digital tools and acquire hands-on skills that they will use to pursue the requirements of careers in their chosen majors.

Students must complete a total of 15 credit hours consisting of:

MM100 Introduction to Mass Media

MM 199 Professional Media Applications

MM202 Professional Media Writing

MM 321 Advanced Professional Media Applications OR MM309 Intro to Film and Video Techniques

Additional three upper-division credit hours selected in consultation with a Department of Mass Media adviser.

4. List any financial implications.

None. This is a revision of an existing minor.

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