CFC Meeting Agenda
Monday, November 20, 2023, 3 p.m.
Vogel

Adebanke Adebayo          Gary Hu                          Hoang Nguyen
John Burns                Kelly Huff                       Bruce Mactavish
Karen Camarda             Lindsey Ibañez                   Alex Myers
Jason Emry                Tucker Jones                     Michael O'Brien
Bill Fiander              Joseph Kendall-Morwick           Ian Smith
Sam Finch                 Louise Krug                      Lucy Tan
Karen Garrison            Wonjae Lee
Andrew Herbig

I.   Call to Order

II.  Approval of CFC Minutes from October 9, 2023

III. Accept Division Reports
     A. Natural Science Division—September 25–7, 2023
     B. Natural Science Division—October 20, 2022

IV.  Accept Committee Reports
     A. Curriculum Committee
     B. Resources Committee

V.   Old Business
     A. Curricular Proposals
     1. Program Change—BA English Creative Writing

VI.  New Business
     A. Curricular Changes
     1. CAS Degree Change Proposals
              a. Natural Science Concentration Hours Change to BS Degrees
     2. Program Change Proposals
              a. Bachelor of Arts in Art History
              b. Associate of Arts in Computer Information Sciences
              c. Bachelor of Arts in Computer Information Sciences
              d. Bachelor of Arts in Computer Information Sciences with Digital Forensics
                 Concentration
              e. Bachelor of Science in Computer Information Sciences
              f. Bachelor of Arts in Religious Studies
     B. Changes to Third-Year Review Procedure Documents & Example Timelines

VII. Discussion
     A. General Education
     B. Proposed Changes to 60+ Auditor Program
     C. Interdisciplinary Minors/Certificates

VIII.   Concerns/Questions from CFC Members

IX.   Announcements
Dec. 3: **Honors Chamber Recital**, Carole Chapel 7:30 p.m.
Dec. 4: **Percussion Studio Recital**, White Concert Hall, 7:30 p.m.
Dec. 5: **Jazz Ensemble Concert**, White Concert Hall, 7:30 p.m.
Dec. 6: **Vox Aura Concert**, Grace Cathedral-Topeka, 7:30 p.m.
Dec. 7: **Crane Observatory,** 6-7:30 p.m.
Dec. 10: **Vespers**, White Concert Hall, 4 p.m.
Dec. 14: **Crane Observatory,** 6-7:30 p.m
Dec. 15: **Commencement**
Dec. 22-Jan. 1: **Winter Break**
Jan. 12: **Spring NSO**
Jan. 13: Washburn's **Mulvane Art Museum** celebrates its 100th anniversary! Watch for special events throughout 2024.
Jan. 19: **Deadline** for Sweet Sabbatical applications

**2024 WUmester topic** is *Community and Belonging*. Please consider how you can incorporate the WUmester topic into your spring courses.

Add the CAS calendar to your Outlook view by choosing **casmonthly.** If you have any problems gaining access, email our Office 365 administrator at casey.matthews@washburn.edu.

X.   Adjourn

**CFC Meeting Agenda**

**Monday, October 9, 2023, 3 p.m. Zoom**

**Attendees:**

Kelly Erby, Tucker Jones, Hoang Nguyen, Lindsey Ibanez, Sam Finch, Joseph Kendall-Morwick, Jason Emry, Michael O'Brien, John Burns, Dana King, Kelly Huff, Adebanke Adebayo, Keith Mazachek, Lousie Krug, Wonjae Lee, Ian Smith, Bill Fiander, Lucy Tan, Bruce Mactavish, Guannan Hu, Andrew Herbig

I. **Call to Order**
   a. *3:01*

II. **Approval of CFC Minutes from September 18, 2023**
   a. *Motion to approve*
   b. *Seconded*
   c. *No discussion*
   d. *Approved unanimously*

III. **Accept Division Reports**
   a. Humanities Division—April 14, 2023
      i. See supporting materials for German course deletions
         a) GE 105
         b) GE 201
         c) GE 202
         d) GE 207
         e) GE 214
         f) GE 274
         g) GE 290
         h) GE 295
         i) GE307
         j) GE308
         k) GE 311
         l) GE312
         m) GE 315
         n) GE 321
         o) GE 324
         p) GE 326
         q) GE 331
         r) GE 350
         s) GE 353
         t) GE 374
         u) GE 375
         v) GE 390
         w) GE 395
         x) GE 399

        y) GE 400

        z) GE 674

      aa) GE 699

   b. Social Science Division—September 1, 2023

   c. Natural Science Division—September 15, 2023

   d. Natural Science Division—September 22, 2022

   e. Mass Media & Kinesiology Division—September 25, 2023

      i. See supporting materials for Kinesiology course deletions

        a) KN 253

        b) KN 302

        c) KN 303

        d) KN 304

        e) KN 305

   *f. Motion to accept each of these changes.*

   *g. Seconded*

   *h. No discussion*

   *i. Approved unanimously*

## IV. Old Business

   a. Review subcommittee assignments

      *i. Resources subcommittee met recently. Minutes from that meeting will be made available prior to our next meeting.*

## V. New Business

   a. Grand Marshal for CAS Fall Commencement

      i. Fall: Dr. Rachel Goossen (History)

      ii. Spring: Dr. Sharon Sullivan (Theatre and Women's and Gender Studies)

   b. Curricular Changes

      i. CAS Degree Requirement Changes

        1. WU 101

          *a. The Dean's office circulated this proposal. Minor changes were made, but this was generally accepted.*

          *b. CFCCC made some revisions.*

             *i. The proposed language was not as clear as it could have been regarding students coming directly from high school vs. students who are not coming directly from high school. CFCCC borrowed from the course catalog to make this information clearer.*

          *c. Motion to approve the WU 101 proposal*

          *d. Seconded*

          *e. No Discussion*

          *f. Approved unanimously*

        2. Upper-Division English Writing Course 2. Program Changes

          *a. The proposal came out of the Dean's office. All divisions voted to approve this proposal without changes.*

          *b. CFCCC met and felt that this was an appropriate change to the curriculum.*

*c. Students who take an upper-divisional writing class at a different institution will be handled on a case-by-case basis.*
*d. Motion to approve the proposed changes*
*e. Seconded*
*f. No additional discussion*
*g. Approved unanimously*

c. Program Changes

   a. BPA Public Administration
      *i. Brief discussion on these proposed program changes.*
      *ii. Motion to approve program changes*
      *iii. Seconded*
      *iv. No additional discussion*
      *v. Approved unanimously*
   b. BA English Creative Writing
      *i. For the BA in Creative Writing, a concern was raised about how 120 credits are required. For the new program, students will need to complete 42 hours. However, students also are required to take 80 credit hours outside of their department, putting the total number of credits students need to 122. This will go back to the committee for review.*
   c. BA English Literature
      *i. Brief discussion on how there were not a lot of changes made, but things were generally reshuffled.*
      *ii. Motion to approve the **BA in English Literature***
      *iii. Seconded*
      *iv. No discussion*
      *v. Program changes to the BA English Literature were approved unanimously.*
   d. BA Communication
      *i. Changes have been made to the program's core requirements.*
      *ii. Motion to approve*
      *iii. Seconded*
      *iv. No discussion*
      *v. Approved unanimously*
   e. BA Philosophy
      *i. Brief overview of the changes that were made.*
      *ii. Motion to approve*
      *iii. Seconded*
      *iv. Follow up questions regarding how the honor's presentation will be assessed. Delivery skills will be part of the overall assessment.*
      *v. Approved unanimously*

      *vi. After the vote, a friendly amendment was requested*
           *1. The subheading "Program Non-Honors Track" should be changed to "Philosophy Track" and the subheading "Program Honors Track" should be changed to "Philosophy Honors Track." This change needs to be made throughout (see footnote 1).*
      *vii. Motion to approve amendment*
      *viii. Seconded*
      *ix. No additional discussion*
      *x. Approved unanimously*

   f. Philosophy Minor
      *i. Brief overview on the changes to the minor.*
      *ii. Motion to approve*
      *iii. Seconded*
      *iv. No discussion*
      *v. Approved unanimously*

   g. Public Administration Minor
      *i. Brief discussion on this minor.*
      *ii. Motion to approve*
      *iii. Seconded*
      *iv. No discussion*
      *v. Approved unanimously*

**VI. Discussion**
   a. *Dean Erby was asked to provide an update on the Provost search.*
      *i. Candidates have been sent Zoom interview requests.*
   b. *Brief discussion regarding the upcoming CAS Faculty Meeting on October 18th. We will be voting on several issues, so it will be <u>very</u> important to have a quorum. Committee members were encouraged to remind their departmental colleagues about this event.*

**VII. Concerns**
   a. None raised

**VIII. Announcements**

- Oct. 12: **Gender Brown Bag** (Speaker: Louise Krug) 12 p.m. in Lincoln
- Oct. 14: **Solar eclipse event at Crane Observatory**
- Oct. 18, 3-5 p.m. **CAS general faculty meeting** in the Ruth Garvey Fink Convocation Hall in Bradbury Thompson. **Please attend so we have a quorum to make important curricular decisions.**
- Oct. 19, 7:30 p.m. **Russell Jacobs Lecture in Philosophy:** Environmental Ethics in a Changing Climate.
- *October 20 Deadline for students to register for Day of Transformation (https://www.washburn.edu/academics/wte/DayofTransformation/index.html). This event will take place November 10*

- Oct. 25, 12 p.m. **International Brown Bag noon lecture** (Speaker: Miguel Gonzalez-Abellas on Columbia) 12 p.m. at the International House.
- Nov. 1: **Deadline** for **Academic Sabbatical Applications.**
- Nov. 3: **Spring 2024 NSO**
- **2024 WUmester topic** is *Community and Belonging*. Please consider how you can incorporate the WUmester topic into your spring courses.

**Correction:** Add the CAS calendar to your Outlook view by choosing **casmonthly.** If you have any problems gaining access, email our Office 365 administrator at casey.matthews@washburn.edu.

IX.    **Adjourn**
      a.   4:05

**Natural Science Division (NSD)**
**Remote Meeting Minutes**
**September 25-27, 2023**
**Stoffer Science Hall 138**

I. Meeting was called to order via email at 11:09 am on Monday 09/25/2023 by Division Chair Andrew Herbig.

II. Committee Reports – none

III. Old Business – none.

IV. New Business –

    A. Department of Computer Information Science: The division approved the significant changes to the following programs (24 Yes and 0 No):
- Bachelor of Science in Computer Information Science
- Bachelor of Arts in Computer Information Science
- Associate of Arts in Computer Information Science
- Bachelor of Arts in Digital Forensics
- Bachelor of Science in Data Science

    B. CAS degree requirement: The division approved the addition of the following courses as CAS degree requirements:
- WU 101 (21 Yes, 2 No, and 1 Abstention)
- EN 3XX (23 Yes and 1 No)

V. Discussions – none

VI. Announcements – none

The voting results were announced by Division Chair at 5:20 pm 09/27/2023.

This meeting minutes will be approved via email with corrections due before 10/11/2023.

Minutes respectfully submitted by Hoang Nguyen, Secretary.

**Natural Science Division (NSD)**
**Meeting Minutes**
**Friday, October 20, 2023**
**Stoffer Science Hall 138**

I. Meeting was called to order at 2:02 pm by Division Chair Andrew Herbig.

II. Committee Reports –
    A. Report from General Education Committee:
        a. Renaming the two General Education Requirements on (1) Diversity and Inclusion and (2) Scientific Literacy ("bucket")
            i. Inclusion and Belonging
            ii. Scientific Reasoning and Literacy
        b. The committee approved the reclassification of Inclusion and Belonging requirement.
            i. The Faculty Senate approved the replacement of the USLO of Global Citizenship by Diversity, Equity, and Inclusion (DEI)
            ii. Not all courses under the Global Citizenship will be reclassified into the new DEI bucket; some may go into Critical thinking.
        c. The Scientific Reasoning and Literacy requirement will be discussed in the next meeting.
            i. The old courses can be changed to meet the new requirements.

III. Old Business –.

    A. Program changes
        a. Department of Mathematics and Statistics: the division approved the following (not significant) changes:
- MA 112: Removal of MA 104 as prerequisite
- MA 116: Removal of MA 104 as prerequisite
- MA 346: Removal of MA 343 as prerequisite
- MA 349: Removal of MA 343 as prerequisite
- BA in Mathematics: Correct typos, formatting of degree requirement course listing
- BS in Mathematics: Correct typos, formatting of degree requirement course listing

    B. Faculty introduction:
        a. Department of Physics: Pedro Zeijlmans van Emmichoven

IV. New Business –

    A. Department of Mathematics and Statistics:
- The division approves the following new program proposal:
        i. Bachelor of Education: Mathematics: Middle School and Core Secondary Education

- The division approves the following (significant) program change:
    i. Secondary Mathematics/BED
- The division approves the following (significant) course changes:
    i. MA 230: Math Middle/Secondary Teachers (course inactivation)
    ii. MA 315: Seminar: Teaching Mathematics (new course proposal)

  B. NSD Department Chairs:
- The division approved the proposed change to the concentration hours in one NSD department from 20 to 15 for Bachelor of Science degrees.

V. Discussions –

- The new General Education requirements: Quantitative Reasoning and Scientific Literacy
    o There is a confusion on the distinction between the Quantitative Reasoning component and the Scientific Literacy component.
    o There was a misunderstanding among the Faculty Senate with different interpretations of the GenEd proposal. One party assumed the two new GenEd requirements will be added to the previous USLOs, while the other thought they will replace some of the previous USLOs.
    o There should be some forms of information sharing to ensure that all Senate members are on the same page.
    o The Scientific Literacy GenEd requirement is ambiguous. Do the current courses with the quantitative and scientific literacy USLO meet that requirement?
    o The term "Quantitative reasoning" should have been removed by the Scientific Literacy Subcommittee and General Education Committee, but somehow it remained and forwarded to the Academic Affair Committee.
    o It was noted that the meeting of the General Education Committee on this requirement change was called on short notice and the NSD representatives could not attend due to teaching conflicts.
    o NSD plan to articulate a suggestion to General Education Committee and the Academic Affair Committee regarding the new Scientific Literacy requirement.
    o Jennifer Ball said that one course can go into multiple buckets, but students can only count once. Should we suggest that a course can only go into one specific bucket?
- STEM certificate
    o No upper division requirements: this is not a minor.
    o Please email Susan Bjerke for comments and feedback. This certificate will be voted on next month.
    o A residency requirement must be included. 2-course requirement was suggested.

VI. Announcements – none

The meeting was adjourned at 3:03 pm 10/20/2023.

This meeting minutes will be approved via email with corrections due before 10/29/2023.

Minutes respectfully submitted by Hoang Nguyen, Secretary.

An interesting and informative talk on "Analog Roots to Digital Shoots: Increasing Access to the Washburn Herbarium" following the meeting was presented by Jason Emry.

CFCCC Minutes 10/2/23

| Type | Status | Sig or Not? | Code | Title | Initiator | Received |
|---|---|---|---|---|---|---|
| Program | Edited | Significant | BPA | BPA: BPA: Public Administration | william.fiander | 9/25/23 |
| Program | Edited | Significant | EN-CW | EN-CW: Creative Writing | melanie.burdick | 9/25/23 |
| Program | Edited | Significant | LI | LI: English: Literature | melanie.burdick | 9/25/23 |
| Program | Edited | Significant | PB-MNR | PB-MNR: Public Administration Minor | william.fiander | 9/25/23 |
| Program | Edited | Not Significant | CN | CN: Communication Major | jim.schnoebelen | 9/25/23 |
| Program | Edited | Not Significant | PH-MNR | PH-MNR: Philosophy Minor | ian.smith1 | 9/25/23 |
| Course | Added | New | PH 397 | PH 397: Senior Capstone for Non-Honors Majors | ian.smith1 | 9/25/23 |
| Course | Edited | Significant | EN 101 | EN 101: Introductory College Writing | melanie.burdick | 9/25/23 |
| Course | Edited | Significant | EN 200 | EN 200: Intermediate College Writing | melanie.burdick | 9/25/23 |
| Course | Edited | Significant | EN 308 | EN 308: Scientific and Technical Writing | melanie.burdick | 9/25/23 |
| Course | Edited | Significant | PO 306 | PO 306: American Urban and Metropolitan Planning | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 307 | PO 307: Internship | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 374 | PO 374: Topics: Public Administration | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 386 | PO 386: Independent Study | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 391 | PO 391: Managing People in Public Organizations | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 393 | PO 393: Managing Public Money | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 394 | PO 394: Challenges Managing Public Organizations | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 395 | PO 395: Non-Profit Management and Leadership | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 401 | PO 401: Equity and Hard Choices in Public Administration | william.fiander | 9/25/23 |
| Course | Edited | Significant | PO 450 | PO 450: Junior Seminar | william.fiander | 9/25/23 |

The above were all approved after friendly amendments were made to the minor in Philosophy (remove reference to "non-honors" track; PH 397 (remove reference to "non-honors" track; and PO 450 (change title to "Seminar in Political Science and Public Administration."

# Course Change Request

## New Course Proposal

Date Submitted: 09/12/23 11:46 am

Viewing: **PH 397 : Senior Capstone for Majors**

Last edit: 10/03/23 2:38 pm

Changes proposed by: Ian Smith1 (ian.smith1)

Catalog Pages
referencing this
course
  Philosophy
  Philosophy (PH)


Programs
referencing this
course
  PH: Philosophy


KSBN Date


| Prefix | PH - Philosophy |
| Course Number | 397 |
| Department | Philosophy & Religious Studies |
| College | College of Arts and Sciences |
| Division | Humanities |
| Academic Level | Undergraduate |

Course Title
  Senior Capstone for Majors

| Short Title | Senior Capstone |
| Approved General Education Course | No |

| Effective Term | Fall 2024 |
|---|---|
| Credits | 3 |
| Instruction Types | |

Scholarly Endeavors/Research (S)

| Lecture Hours | 3 |
|---|---|
| Lab Hours | |
| Other Hours | |

## Course Catalog Description

Students will complete a portfolio project which asks them to submit a folder containing philosophy papers from previous courses along with their reflection upon their development over time in writing such papers. The students will also need to take a paper written for a previous 200 or 300 level philosophy course and rewrite it to a standard that would be considered sufficient for presentation at a public event like Apeiron, a Philosophy Club presentation, or an undergraduate philosophy conference. The student will then be required to present their paper at such a public event.

## Prerequisites

Senior Philosophy Major

## Prerequisite / Corequisite

## Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |

Restrictions

Course offered

Primarily attract        Department majors

Grade Mode             Standard Letter
(Default)

Non-Default Grade
Modes

Course Repeatable       No

Type and amount of any additional fees or tuition other than the norm

  N/A

Rationale for offering this course

  For decades, we have been subjecting all of our PH majors to a standard that is too high by
  requiring all of them to write a senior thesis. This has been a barrier to graduation. Not all
  barriers to graduation are such that they should be removed, but we firmly believe that this is
  the case now for this barrier. After a careful study of Kansas, Colorado, and Missouri institutions
  of public higher education, we found that only one philosophy undergraduate program
  required a senior thesis of all its majors. So now we are keeping PH 398 and PH 399 as is for
  Philosophy Program Honors candidates and removing PH 398 and PH 399 as requirements for
  non-Honors candidates. Honors candidates are those who both have a 3.5 overall GPA at the
  beginning of the senior year and an intention to finish with Honors by enrolling in PH 398
  rather than PH 397. PH 397 will now be required of non-Honors candidates to graduate.

Course required for       Yes
the major

Which major(s)

| Major(s) |
|---|
| Philosophy |

How will the teaching of this course be staffed?

 With existing faculty

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

 N/A


Master Syllabus

**Artifacts for assessment**:

A portfolio containing six (6) papers submitted in 200-300 level classes within the Philosophy major. This should adhere to the following guidelines (as further elaborated in the attached document):

Arrange the papers in chronological order, starting from the beginning of your coursework; that way, we can observe growth and improvement as well as overall quality.

Mark each paper clearly as to course, instructor, semester, and year.

Include the instructor's original comments on the paper, if available.

At the end, include a short (500-750 word) self-assessment containing your own reflections on your development in the program and your overall level of satisfaction with the program.

> The **outcomes** that this portfolio will assess include: **organization** (the portfolio exhibiting effective organizational skills in compilation of the portfolio), **completeness** (the portfolio meeting all requirements for portfolio contents), and **student reflection** (the portfolio revealing effective insight into the student's development over time in the program, as well as revealing the student's overall level of satisfaction with the program itself).

A capstone paper. This must include the following:

Reformulate the original thesis statement from the paper written in a previous course, a thesis statement that will now be appropriate for a work of considerable length (10-15 pps.).

Re-outline a detailed, well-integrated, and well-reasoned plan of what will be covered in the process of supporting the thesis statement, a plan that demonstrates mastery of the relevant literature.

Rearticulate the argument (or set of arguments) that supports the thesis statement, and develop new arguments that support the thesis statement.

Within the capstone paper itself, explain potential and plausible objections to the argument (or set of arguments) and then respond adequately to those objections, if this was not done in the original paper. If it was done in the original paper, then expand on said objections and responses.

Share the paper at a public event like Apeiron, a Philosophy Club presentation, or an undergraduate philosophy conference.

Your portfolio and thesis proposal will be graded, and at least a C is required to enroll in PH 399. The portfolio will be worth 40% of your grade, and the capstone paper will be worth 60% of your grade. The portfolio will be graded based upon the attached rubric.

**Readings**:

To be determined in consultation with the advisor based on the paper that you have chosen to rewrite for your capstone paper.

Additional
Comments

Supplemental Files        Philosophy Portfolio Rubric-updated.docx
                          The PH Portfolio_final.docx

Reviewer
Comments

**Holly Broxterman (holly.broxterman) (09/25/23 9:46 am):** Rollback: Per request from Ian Smith, rolling back to him as HUMDIV chair.

# Course Change Request

Date Submitted: 09/05/23 10:13 am

Viewing: **EN 101 : <u>Introductory College</u> ~~First Year~~ Writing**

Last edit: 09/05/23 10:13 am

Changes proposed by: Melanie Burdick (melanie.burdick)

Catalog Pages
referencing this
course

Accounting (AC)
Bachelor of Public Administration (BPA)
Bachelor of Science (BS)
Business (BU)
Credit for Prior Learning
English
English (EN)
English Education, BA
General Education Core Requirements
General Education Distribution Requirements
Intensive English
Intensive English (IE)
Liberal Studies
Major Areas of Concentration
Mass Media
Mass Media (MM)
Mathematics (MA)
Mathematics and Statistics
Music
Music (MU)
Philosophy

## In Workflow

1. **Acad Ops**
2. **EN Chair**
3. **Library**
4. **HUM Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/05/23 10:49 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/05/23 11:05 am
   Melanie Burdick
   (melanie.burdick):
   Approved for EN
   Chair
3. 09/05/23 11:17 am
   Sean Bird
   (sean.bird):
   Approved for
   Library
4. 09/21/23 4:47 pm

Philosophy (PH)

Pre-Licensure BSN

Psychology

Psychology (PY)

Religious Studies

Religious Studies (RG)

Technology Administration (TA)

Technology Administration, BAS

University Requirements Common to All Associate Degrees

University Requirements Common to All Bachelor Degrees

Programs
referencing this
course

HU: Humanities and CPA: AA

BM: Bachelor of Arts in Music

NS: Natural Sciences and Math: AA

BI-BED: BI: Biology BED

TMU2: Bachelor of Music in Music Education: Instrumental
Emphasis

VT-ST: WT-Surgical Technology

EN-MNR: English Minor

SPT-BED : TH CN: BEd in Speech and Theatre: BED

RN-BSN: Nursing: Pre-Licensure BSN

BMA: Bachelor of Musical Arts

TMU1: Bachelor of Music in Music Education: Vocal Emphasis

PW: Bachelor of Music in Performance: Instrumental - Brass,
Strings, Percussion or Woodwinds

VO: Bachelor of Music in Performance: Voice

PI: Bachelor of Music in Performance: Piano

OR: Bachelor of Music in Performance: Organ

GU: Bachelor of Music in Performance: Guitar

: ED: Elementary Education (2023)

ED-MG-STEM: Bed in Middle Grades STEM Ed

ED-SEC-HI: History: Sec. Education BED

Ian Smith1
(ian.smith1):
Approved for HUM
Chair

5. 09/25/23 9:56 am
Kelly Erby
(kelly.erby):
Approved for CA
Dean

6. 10/03/23 9:35 am
Bruce Mactavish
(bruce.mactavish):
Approved for
CFCCC Chair

ED-SEC-GPO: Govt&Poli Sci Sec. Ed. BED

EL-BED: ED: Elementary Education

Other Courses
referencing this
course

## In The Catalog

## Prerequisites:

AC 224 : Financial Accounting

BU 248 : Foundations of Data Analysis

BU 250 : Management Information Systems

BU 258 : Foundations of Data Analysis

BU 302 : Business Communications

EN 206 : Beginning Poetry Writing

EN 207 : Beginning Nonfiction Writing

EN 208 : Professional Writing

EN 209 : Beginning Fiction Writing

EN 301 : Literary Criticism &Theory

EN 312 : Theories of Persuasive Writing

EN 601 : Literary Criticism and Theory

MM 355 : Sports & The Media

MU 307 : Music and the Brain

PH 201 : Corrupting the Youth: Ancient Greek Philosophy

PH 202 : I think therefore I Am? Modern Philosophy 1600-1800

PH 203 : Introduction to Buddhist Philosophy

PH 205 : Existentialism

PH 207 : Existence of God

PH 211 : Introduction to Ethical Theory

PH 214 : Medical Ethics

PH 301 : I think therefore I am? Modern Philosophy 1600-1800

PY 317 : Music and the Brain

RG 207 : Existence of God

TA 380 : Technology and the Future

## In The Catalog Description:

IE 204 : Writing for Academic Purposes III

IE 294 : Writing for Academic Purposes III (GR only)

As A Banner Prerequisite:

AC 224 : Financial Accounting

AC 225 : Managerial Accounting

BU 248 : Foundations of Data Analysis

BU 250 : Management Information Systems

BU 258 : Foundations of Data Analysis

BU 302 : Business Communications

BU 381 : Business Finance

EN 200 : Intermediate College Writing

EN 205 : Creative Writing

EN 206 : Beginning Poetry Writing

EN 207 : Beginning Nonfiction Writing

EN 208 : Professional Writing

EN 209 : Beginning Fiction Writing

EN 300 : Advanced College Writing

EN 301 : Literary Criticism &Theory

EN 308 : Scientific and Technical Writing

EN 312 : Theories of Persuasive Writing

EN 501 : Critical Reading & Writing

EN 601 : Literary Criticism and Theory

MA 090 : Preparation for Quantitative Reasoning Pathway

MA 095 : Preparation for College Algebra Pathway

MM 200 : Media Literacy

MM 328 : The Impact of The Walt Disney Company on Society

MU 307 : Music and the Brain

PH 201 : Corrupting the Youth: Ancient Greek Philosophy

PH 202 : I think therefore I Am? Modern Philosophy 1600-1800

PH 203 : Introduction to Buddhist Philosophy

PH 205 : Existentialism

PH 207 : Existence of God

PH 211 : Introduction to Ethical Theory

PH 214 : Medical Ethics

PH 301 : I think therefore I am? Modern Philosophy 1600-1800

PY 317 : Music and the Brain
RG 207 : Existence of God
TA 380 : Technology and the Future

**KSBN Date**

| Change Type | Significant |
| --- | --- |

| Prefix | EN - English | Course Number |
| --- | --- | --- |
| | 101 | |

| Department | English |
| --- | --- |

| College | College of Arts and Sciences |
| --- | --- |

| Division | Humanities |
| --- | --- |

| Academic Level | Undergraduate |
| --- | --- |

| Course Title | Introductory College First Year Writing |
| --- | --- |

| Short Title | Introductory College First Year Writing |
| --- | --- |

| Approved General Education Course | Yes |
| --- | --- |

| Distribution Grouping Code | GEHU - Gen Ed Humanities |
| --- | --- |

| Student Learning Outcome | COM - Communication |
| --- | --- |

| Effective Term | Fall 2024 |
| --- | --- |

| Credits | 3 |
| --- | --- |

Instruction Types

Lecture (C)
Lab (L)
Online (U)

Lecture Hours          <u>3</u>

Lab Hours

Other Hours

> Rationale for
> Change
>   This course must be revised to adapt to the new KBOR general education
>   requirements.

Course Catalog
Description
  <u>Introduction to writing at the college level</u> ~~Study of and practice~~ with <u>a focus on</u>
  <u>developing flexibility and skill as a writer.</u> ~~the processes of writing for college courses,~~
  ~~especially discovering, drafting, reflecting, revising, and editing.~~ <u>Analysis of texts and</u>
  <u>arguments in preparation for creating a variety of essays that include personal,</u>
  <u>analytical, and argumentative writing.</u> <u>Special</u> ~~Further~~ attention given to <u>the processes</u>
  <u>of drafting, revision, and reflection.</u> ~~research:~~ <u>Instruction in and practice of writing</u>
  <u>conventions such as grammar, mechanics, and citations.</u> ~~rhetorical reading, citation~~
  ~~integration, and effectivedocumentation.~~Required, with a minimum grade of C, for
  graduation.

Prerequisites
  None.

Prerequisite /
Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |

Restrictions

Course offered          Every semester

Primarily attract

Grade Mode             Standard Letter
(Default)

Non-Default            Audit
Grade Modes            Credit/Pass/Fail
                       Unavailable - Office Use Only

Course                 No
Repeatable

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

Master Syllabus

Additional
Comments

Supplemental           EN 101 2024 master syllabus.docx
Files

Reviewer
Comments

Key: 1731

# Course Change Request

## Course Reactivation Proposal

Date Submitted: 09/05/23 10:16 am

Viewing: **EN 200 : Intermediate College Writing** ~~Comp~~

Last edit: 09/05/23 10:44 am

Changes proposed by: Melanie Burdick (melanie.burdick)

Programs
referencing this
course
: HS: Human Services/AAS

KSBN Date

| Change Type | Significant |
| --- | --- |

| Prefix | EN - English |
| --- | --- |
| Course Number | 200 |
| Department | English |
| College | College of Arts and Sciences |
| Division | Humanities |
| Academic Level | Undergraduate |
| Course Title | Intermediate College Writing ~~Comp~~ |
| Short Title | Intermediate College Writing ~~Comp~~ |

### In Workflow

1. **Acad Ops**
2. **EN Chair**
3. **Library**
4. **HUM Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

### Approval Path

1. 09/05/23 10:49 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/05/23 11:05 am
   Melanie Burdick
   (melanie.burdick):
   Approved for EN
   Chair
3. 09/05/23 11:18 am
   Sean Bird
   (sean.bird):
   Approved for
   Library
4. 09/21/23 4:47 pm

| | | |
|---|---|---|
| Approved General Education Course | Yes | Ian Smith1 (ian.smith1): Approved for HUM Chair |
| Distribution Grouping Code | GEHU - Gen Ed Humanities | 5. 09/25/23 9:58 am Kelly Erby (kelly.erby): Approved for CA Dean |
| Student Learning Outcome | COM - Communication | 6. 10/03/23 9:35 am Bruce Mactavish (bruce.mactavish): Approved for CFCCC Chair |
| Effective Term | Fall 2024 | |
| Credits | 3 | |

Instruction Types

Lecture (C)
Online (U)

Lecture Hours          3

Lab Hours

Other Hours

Rationale for Change

This course must be reinstated and revised to adapt to the new KBOR general education requirements.

Course Catalog Description

This class builds on writing process skills developed in EN 101, including drafting, revising, and reflecting with additional emphasis on developing and supporting an academic argument, analyzing and synthesizing sources, and making choices appropriate for a variety of rhetorical situations encountered in college-level writing. Required, with a minimum grade of C, for graduation.

Prerequisites

## EN 101

Prerequisite /
Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
| | ( | EN 101 | C | UG | | |
| ~~Or~~ | | ~~EN 102~~ | ~~C~~ | ~~UG~~ | ~~)~~ | |
| ~~Or~~ | ~~(~~ | ~~PLX~~ | ~~1~~ | | | |
| ~~Or~~ | | ~~PLX~~ | ~~2~~ | | ~~)~~ | |

Restrictions

Course offered        Every semester

Primarily attract

Grade Mode            Standard Letter
(Default)

Non-Default           Audit
Grade Modes           Credit/Pass/Fail
                      Unavailable - Office Use Only

Course                No
Repeatable

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

Master Syllabus

Additional
Comments

Supplemental            EN 200 2024 master syllabus.docx
Files

Reviewer
Comments

Key: 1753

# Course Change Request

Date Submitted: 09/05/23 10:20 am

Viewing: **EN 308 : Scientific and Technical Writing**

Last edit: 09/05/23 10:31 am

Changes proposed by: Melanie Burdick (melanie.burdick)

Catalog Pages
referencing this
course
English
English (EN)

Programs
referencing this
course
ADC-BAS: HS: Addiction Counseling/BAS
SW-BSW: SW: Bachelor of Social Work/BSW
FSV-BAS: HS: Family Services/BAS
HA: BHS: Health Services Admin

KSBN Date

| Change Type | Significant |
|---|---|

| Prefix | EN - English |
|---|---|
| Course Number | 308 |
| Department | English |

## In Workflow

1. **Acad Ops**
2. **EN Chair**
3. **Library**
4. **HUM Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/05/23 10:49 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/05/23 11:05 am
   Melanie Burdick
   (melanie.burdick):
   Approved for EN
   Chair
3. 09/05/23 11:19 am
   Sean Bird
   (sean.bird):
   Approved for
   Library
4. 09/21/23 4:47 pm

| | |
|---|---|
| College | College of Arts and Sciences |
| Division | Humanities |
| Academic Level | Undergraduate |

Course Title

Scientific and Technical Writing

| | |
|---|---|
| Short Title | Scientific & Technical Writing |

Approved General
Education Course

| | |
|---|---|
| Effective Term | Spring 2024 |
| Credits | 3 |

Instruction Types

Lecture (C)
Online (U)

| | |
|---|---|
| Lecture Hours | 3 |

Lab Hours

Other Hours

Rationale for
Change
  The description is outdated

Course Catalog
Description
  This writing course provides students with intensive practice organizing, developing, writing, and revising various scientific and technical documents (e.g., technical reports, proposals, process analyses, procedure/instruction manuals, etc.). Emphasizes strategies for analyzing and adapting content to various audiences and purposes. Includes individual and collaborative writing practice. ~~A pre-professional writing course for students entering technical fields.Not regularly offered.~~

Ian Smith1
(ian.smith1):
Approved for HUM
Chair
5. 09/25/23 9:58 am
   Kelly Erby
   (kelly.erby):
   Approved for CA
   Dean
6. 10/03/23 9:35 am
   Bruce Mactavish
   (bruce.mactavish):
   Approved for
   CFCCC Chair

Prerequisites

   EN 101 ~~EN 300 or equivalent.~~

Prerequisite /
Corequisite


Corequisites


Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   | EN 101           | C ~~D~~         | UG             |   |              |
| ~~And~~ |   | ~~EN 300~~      | ~~D~~           | ~~UG~~         |   |              |


Restrictions

Course offered            Every semester

Primarily attract

Grade Mode               Standard Letter
(Default)

Non-Default              Audit
Grade Modes              Credit/Pass/Fail
                         Unavailable - Office Use Only

Course                   No
Repeatable


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



Master Syllabus

Additional
Comments

Supplemental
Files

Reviewer
Comments

Key: 1773

# Course Change Request

Date Submitted: 09/15/23 9:06 am

Viewing: **PO 306 : <ins>American Urban and Metropolitan Planning</ins> <del>Urban Metropolitan Government</del>**

Last approved: 10/06/22 4:37 am

Last edit: 09/15/23 9:06 am

Changes proposed by: Bill Fiander (william.fiander)

Catalog Pages
referencing this
course
  Political Science (PO)
  Political Science and Public Administration

Programs
referencing this
course
  TA: TA: Technology Administration
  BPA: BPA: Public Administration
  PB-MNR: Public Administration Minor

KSBN Date

| | |
|---|---|
| Change Type | Significant |

| | |
|---|---|
| Prefix | PO - Political Science |
| Course Number | 306 |

## In Workflow

1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/15/23 9:19 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:24
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:25
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

| | |
|---|---|
| Department | Political Science |
| College | College of Arts and Sciences |
| Division | Social Sciences |
| Academic Level | Undergraduate |

Course Title

American Urban and Metropolitan Planning ~~Urban-Metropolitan Government~~

Short Title

Amer Urban and Metro Planning ~~Urban-Metropolitan Government~~

Approved General
Education Course

| | |
|---|---|
| Effective Term | Fall 2024 |
| Credits | 3 |

Instruction Types

Lecture (C)
Online (U)

Lecture Hours

Lab Hours

Other Hours

Rationale for
Change

Course titles have been updated to reflect and align with the proposed contemporary course descriptions that are replacing outdated course descriptions created 40 years ago. They are intended to be more descriptive of the course and appealing to prospective students.

4. 09/22/23 2:45 pm Lindsey Ibanez (lindsey.ibanez): Approved for SOSC Chair
5. 09/25/23 8:38 pm Kelly Erby (kelly.erby): Approved for CA Dean
6. 10/03/23 9:36 am Bruce Mactavish (bruce.mactavish): Approved for CFCCC Chair

## History

1. Oct 6, 2022 by Holly Broxterman (holly.broxterman)

Course Catalog
Description

Analysis of historical, political, economic, ~~social,~~ and ~~physical~~ social development of urban America. Emphasis will be placed on evolution ~~discussion~~ of the post-industrial American city through its contemporary form, solutions to urban problems through local ~~through investigation of the legal status of municipal~~ and regional planning, ~~county governments, machine, reform,~~ and how communities are shaped by the land use, transportation, ~~ethnic politics, socioeconomic class status and~~ urban design, public policy, housing, political, economic, environmental, social equity, legal, and ideological contexts of ~~society, community power, forms of participation in~~ urban ~~politics, the problems~~ and metropolitan government decision-making. ~~politics of urban policymaking, and suggestions for improving urban-metro governments.~~

Prerequisites


Prerequisite /
Corequisite


Corequisites


Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |


Restrictions

Course offered

Primarily attract

Grade Mode
(Default)

Standard Letter

| Non-Default Grade Modes | Audit |
| --- | --- |
| | Credit/Pass/Fail |
| | Unavailable - Office Use Only |

| Course Repeatable | No |
| --- | --- |

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

Master Syllabus

Additional Comments

Supplemental Files

Reviewer Comments

Key: 3963

# Course Change Request

Date Submitted: 09/15/23 9:06 am

Viewing: **PO 307 : ~~Internship~~ Internship - ~~State or Local Government~~**

Last approved: 06/08/23 5:19 am

Last edit: 09/15/23 9:06 am

Changes proposed by: Bill Fiander (william.fiander)

Catalog Pages
referencing this
course

Non-Profit Management, Certificate
Political Science (PO)
Political Science and Public Administration

Programs
referencing this
course

NP-CT: CT: Non-Profit Management/Cert
PO: Political Science
BPA: BPA: Public Administration
KS-MNR: Kansas Studies Minor

KSBN Date

| Change Type | Significant |
|---|---|

| Prefix | PO - Political Science |
|---|---|
| Course Number | 307 |

## In Workflow

1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/15/23 9:19 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:19
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:19
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

| | |
|---|---|
| Department | Political Science |
| College | College of Arts and Sciences |
| Division | Social Sciences |
| Academic Level | Undergraduate |

Course Title

Internship ~~Internship - State or Local Government~~

| | |
|---|---|
| Short Title | Internship ~~Intern-State or Local Gov't~~ |

Approved General
Education Course

| | |
|---|---|
| Effective Term | Fall 2024 |
| Credits | 3-6 |

Instruction Types

Internships/Externships (O)

Lecture Hours

Lab Hours

Other Hours

Rationale for
Change
Course titles have been updated to reflect and align with the proposed contemporary
course descriptions that are replacing outdated course descriptions created 40 years

4. 09/22/23 2:45 pm
   Lindsey Ibanez
   (lindsey.ibanez):
   Approved for
   SOSC Chair
5. 09/25/23 8:39 pm
   Kelly Erby
   (kelly.erby):
   Approved for CA
   Dean
6. 10/03/23 9:36 am
   Bruce Mactavish
   (bruce.mactavish):
   Approved for
   CFCCC Chair

## History

1. Oct 6, 2022 by
   Holly Broxterman
   (holly.broxterman)
2. Jun 8, 2023 by
   Holly Broxterman
   (holly.broxterman)

ago. They are intended to be more descriptive of the course and appealing to prospective students.

Course Catalog
Description

Experience in <u>the administration</u> ~~an operating office~~ of <u>any public, private,</u> ~~state~~ or <u>non-profit operation or service related</u> ~~local government in order~~ to <u>the political science or public administration field.</u> ~~gain insight into government at these levels. Problem paper required.~~

Prerequisites

PO 107 and/or consent of instructor. Junior or Senior standing.

Prerequisite /
Corequisite


Corequisites


Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   | PO 107           | D               | UG             |   |              |


| Restrictions | NO Sophomore PLAN |
|--------------|-------------------|
|              | NO Freshman |
|              | NO Sophomore |
|              | NO Freshman PLAN |

Course offered

Primarily attract

Grade Mode
(Default)            Standard Letter

| Non-Default Grade Modes | Audit |
| --- | --- |
| | Credit/Pass/Fail |
| | Unavailable - Office Use Only |

| Course Repeatable | Yes |
| --- | --- |
| | Total completions |
| | Maximum credits available    6 |

*UPDATE ME: must populate one field*

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

Master Syllabus

Additional Comments

Supplemental Files

Reviewer Comments

Key: 3964

# Course Change Request

Date Submitted: 09/15/23 9:07 am

Viewing: **PO 374 : <u>Topics:</u> <u>Public</u> ~~Topics Public~~ Administration**

Last edit: 09/15/23 9:07 am

Changes proposed by: Bill Fiander (william.fiander)

Catalog Pages
referencing this
course
  Political Science (PO)
  Political Science and Public Administration

Programs
referencing this
course
  NP-CT: CT: Non-Profit Management/Cert
  PO: Political Science
  BPA: BPA: Public Administration
  PB-MNR: Public Administration Minor
  PHL: BHS: Public Health
  HA: BHS: Health Services Admin

KSBN Date

| Change Type | Significant |
| --- | --- |

| Prefix | PO - Political Science |
| --- | --- |
| Course Number | 374 |

## In Workflow

1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/15/23 9:19 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:25
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:26
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

| | |
|---|---|
| Department | Political Science |
| College | College of Arts and Sciences |
| Division | Social Sciences |
| Academic Level | Undergraduate |

Course Title

Topics: Public ~~Topics-Public~~ Administration

| Short Title | Topics: Public ~~Topics-Public~~ Administration |
|---|---|

Approved General
Education Course

| Effective Term | Fall 2024 |
|---|---|
| Credits | 3 |

Instruction Types

Lecture (C)
Lecture (C1)
Lecture (C2)
Lecture (C3)
Lecture (C4)
Online (U)
Online (U1)
Online (U2)

Lecture Hours

Lab Hours

Other Hours

Rationale for
Change
Course titles have been updated to reflect and align with the proposed contemporary
course descriptions that are replacing outdated course descriptions created 40 years

4. 09/22/23 2:45 pm Lindsey Ibanez (lindsey.ibanez): Approved for SOSC Chair
5. 09/25/23 8:39 pm Kelly Erby (kelly.erby): Approved for CA Dean
6. 10/03/23 9:36 am Bruce Mactavish (bruce.mactavish): Approved for CFCCC Chair

ago. They are intended to be more descriptive of the course and appealing to prospective students.

Course Catalog
Description

At the discretion of the instructor this course may investigate any aspect of the theories, institutions, contexts, or contemporary problems of the field of Public Administration including but not limited to: the theories of bureaucratic administration; public law; personnel management and labor relations; organizational theory, management and behavior; public policy making, implementation, and evaluation; intergovernmental relations; leadership; public finance, budgeting and auditing; urban planning. auditing.

Prerequisites

Prerequisite /
Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |

Restrictions

Course offered

Primarily attract

Grade Mode
(Default)                Standard Letter

Non-Default             Audit

| Grade Modes | Credit/Pass/Fail |
| --- | --- |
| | Unavailable - Office Use Only |

| Course Repeatable | Yes |
| --- | --- |
| | Total completions |
| | Maximum credits available | 9 |

*UPDATE ME: must populate one field*

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

Master Syllabus

Additional
Comments

Supplemental
Files

Reviewer
Comments

Key: 3997

# Course Change Request

Date Submitted: 09/15/23 9:08 am

## Viewing: **PO 386 : ~~Political Science~~**

## **Independent Study**

Last approved: 10/07/22 4:37 am

Last edit: 09/15/23 9:08 am

Changes proposed by: Bill Fiander (william.fiander)

Catalog Pages
referencing this
course
  Political Science (PO)
  Political Science and Public Administration

Programs
referencing this
course
  PO: Political Science
  BPA: BPA: Public Administration

KSBN Date

| Change Type | Significant |
|---|---|
| Prefix | PO - Political Science |
| Course Number | 386 |
| Department | Political Science |
| College | College of Arts and Sciences |

## In Workflow

1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/15/23 9:19 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:14
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:15
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

| Division | Social Sciences |
|---|---|
| Academic Level | Undergraduate |

Course Title

~~Political Science~~ Independent Study

| Short Title | ~~Pol Sci~~ Independent Study |
|---|---|

Approved General
Education Course

| Effective Term | Fall 2024 |
|---|---|
| Credits | 1-3 |

Instruction Types

## History

1. Oct 6, 2022 by
   Holly Broxterman
   (holly.broxterman)
2. Oct 7, 2022 by
   Holly Broxterman
   (holly.broxterman)

Independent Study (I)
Scholarly Endeavors/Research (S)
Workshops/Repeatable Topics (W)

Lecture Hours

Lab Hours

Other Hours

Rationale for
Change

Course titles have been updated to reflect and align with the proposed contemporary course descriptions that are replacing outdated course descriptions created 40 years ago. They are intended to be more descriptive of the course and appealing to prospective students.

Course Catalog
Description
Studies ~~Readings~~ in the selected fields of Political Science and Public Administration. ~~Science.~~ May be taken until three credit hours are earned. This course is repeatable for another 1-3 hours if the topic areas differ.

Prerequisites
Senior Political Science ~~major~~ or Public Administration majors or approval of the department head.

Prerequisite /
Corequisite


Corequisites


Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |

Restrictions          NO Sophomore PLAN
                      NO Junior PLAN
                      NO Freshman
                      NO Sophomore
                      NO Junior
                      NO Freshman PLAN
                      Political Science Major ONLY

Course offered

Primarily attract

| | |
|---|---|
| Grade Mode (Default) | Standard Letter |
| Non-Default Grade Modes | Audit Credit/Pass/Fail Unavailable - Office Use Only |
| Course Repeatable | Yes |

Total completions       98

Maximum credits available

*UPDATE ME: must populate one field*

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

Master Syllabus

Additional Comments

Supplemental Files

Reviewer Comments

Key: 3998

# Course Change Request

Date Submitted: 09/15/23 9:08 am

Viewing: **PO 391** : <u>Managing People in Public Organizations</u> ~~Public Personnel Administration~~

Last approved: 10/06/22 4:38 am

Last edit: 09/15/23 9:08 am

Changes proposed by: Bill Fiander (william.fiander)

Catalog Pages
referencing this
course

Non-Profit Management, Certificate

Political Science (PO)

Political Science and Public Administration

Programs
referencing this
course

NP-CT: CT: Non-Profit Management/Cert

TA: TA: Technology Administration

BPA: BPA: Public Administration

PB-MNR: Public Administration Minor

KSBN Date

| Change Type | Significant |
|---|---|

## In Workflow

1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/15/23 9:20 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:24
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:25
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

| | |
|---|---|
| Prefix | PO - Political Science |
| Course Number | 391 |
| Department | Political Science |
| College | College of Arts and Sciences |
| Division | Social Sciences |
| Academic Level | Undergraduate |

Course Title

Managing People in Public Organizations ~~Public Personnel Administration~~

Short Title                    Managing People in Public Orgs ~~Public Personnel Admin~~

Approved General
Education Course

| | |
|---|---|
| Effective Term | Fall 2024 |
| Credits | 3 |

Instruction Types

Lecture (C)
Online (U)

Lecture Hours

Lab Hours

Other Hours

Rationale for
Change

Course titles have been updated to reflect and align with the proposed contemporary
course descriptions that are replacing outdated course descriptions created 40 years
ago. They are intended to be more descriptive of the course and appealing to
prospective students.

4. 09/22/23 2:45 pm
Lindsey Ibanez
(lindsey.ibanez):
Approved for
SOSC Chair
5. 09/25/23 8:40 pm
Kelly Erby
(kelly.erby):
Approved for CA
Dean
6. 10/03/23 9:36 am
Bruce Mactavish
(bruce.mactavish):
Approved for
CFCCC Chair

## History

1. Oct 6, 2022 by
Holly Broxterman
(holly.broxterman)

Course Catalog
Description

The fundamental principles, techniques, and legal constraints that guide human resource relationships with employees serving the public. ~~The principles and techniques involved in managing publicemployees.~~ Particular attention is given to budgets, civil service ~~staffing, separation,~~ and union environments, retention and attraction of talent, benefits, organizational relationships including executive and legislative, professional development, inclusiveness, and other relevant employment demands in the ~~administrative functions related to~~ public sector. ~~employment.~~

Prerequisites

Prerequisite /
Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |

Restrictions

Course offered

Primarily attract

| Grade Mode (Default) | Standard Letter |
|---|---|
| Non-Default Grade Modes | Audit Credit/Pass/Fail |

Unavailable - Office Use Only

Course
Repeatable

No

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

Master Syllabus

Additional
Comments

Supplemental
Files

Reviewer
Comments

Key: 4000

# Course Change Request

Date Submitted: 09/15/23 9:08 am

Viewing: **PO 393 : <u>Managing</u> Public <u>Money</u> ~~Budgeting~~**

Last approved: 10/06/22 4:38 am

Last edit: 09/15/23 9:08 am

Changes proposed by: Bill Fiander (william.fiander)

Catalog Pages
referencing this
course

Non-Profit Management, Certificate

Political Science (PO)

Political Science and Public Administration

Programs
referencing this
course

NP-CT: CT: Non-Profit Management/Cert

TA: TA: Technology Administration

BPA: BPA: Public Administration

PB-MNR: Public Administration Minor

KSBN Date

Change Type          Significant

Prefix               PO - Political Science
  Course Number        393

## In Workflow

1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/15/23 9:20 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:23
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:25
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

| | |
|---|---|
| Department | Political Science |
| College | College of Arts and Sciences |
| Division | Social Sciences |
| Academic Level | Undergraduate |

Course Title
   <span style="color:green">Managing</span> Public <span style="color:green">Money</span> <span style="color:red">~~Budgeting~~</span>

| | |
|---|---|
| Short Title | <span style="color:green">Managing</span> Public <span style="color:green">Money</span> <span style="color:red">~~Budgeting~~</span> |
| Approved General Education Course | |
| Effective Term | Fall 2024 |
| Credits | 3 |
| Instruction Types | |

   Lecture (C)
   Online (U)

Lecture Hours

Lab Hours

Other Hours

Rationale for Change

Course titles have been updated to reflect and align with the proposed contemporary course descriptions that are replacing outdated course descriptions created 40 years ago. They are intended to be more descriptive of the course and appealing to prospective students.

4. 09/22/23 2:45 pm Lindsey Ibanez (lindsey.ibanez): Approved for SOSC Chair
5. 09/25/23 8:41 pm Kelly Erby (kelly.erby): Approved for CA Dean
6. 10/03/23 9:37 am Bruce Mactavish (bruce.mactavish): Approved for CFCCC Chair

## History

1. Oct 6, 2022 by Holly Broxterman (holly.broxterman)

Course Catalog
Description

The politics of planning, financing, and managing governmental budgets at the national, state, and local levels. <u>Develop necessary skills to engage in financial analysis to make better decisions for the public.</u>

Prerequisites

Prerequisite / Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |

Restrictions

Course offered

Primarily attract

Grade Mode (Default)          Standard Letter

Non-Default Grade Modes       Audit
                              Credit/Pass/Fail
                              Unavailable - Office Use Only

Course Repeatable             No

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

Master Syllabus

Additional
Comments

Supplemental
Files

Reviewer
Comments

Key: 4002

# Course Change Request

Date Submitted: 09/15/23 9:08 am

Viewing: **PO 394** : <u>Challenges Managing Public Organizations</u> ~~Public Management Techniques~~

Last approved: 10/06/22 4:38 am

Last edit: 09/15/23 9:08 am

Changes proposed by: Bill Fiander (william.fiander)

## In Workflow
1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

Catalog Pages
referencing this
course
> Non-Profit Management, Certificate
> Political Science (PO)
> Political Science and Public Administration

Programs
referencing this
course
> NP-CT: CT: Non-Profit Management/Cert
> TA: TA: Technology Administration
> BPA: BPA: Public Administration

## Approval Path
1. 09/15/23 9:20 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:23
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:24
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

KSBN Date

| Change Type | Significant |
|---|---|
| Prefix | PO - Political Science |

| | |
|---|---|
| Course Number | 394 |
| Department | Political Science |
| College | College of Arts and Sciences |
| Division | Social Sciences |
| Academic Level | Undergraduate |

Course Title

Challenges Managing Public Organizations ~~Public Management Techniques~~

Short Title

Challenges Managing Public Org ~~Public Management Techniques~~

Approved General
Education Course

| | |
|---|---|
| Effective Term | Fall 2024 |
| Credits | 3 |

Instruction Types

Lecture (C)
Online (U)

Lecture Hours

Lab Hours

Other Hours

Rationale for
Change
Course titles have been updated to reflect and align with the proposed contemporary course descriptions that are replacing outdated course descriptions created 40 years ago. They are intended to be more descriptive of the course and appealing to prospective students.

4. 09/22/23 2:45 pm Lindsey Ibanez (lindsey.ibanez): Approved for SOSC Chair
5. 09/25/23 8:41 pm Kelly Erby (kelly.erby): Approved for CA Dean
6. 10/03/23 9:37 am Bruce Mactavish (bruce.mactavish): Approved for CFCCC Chair

## History

1. Oct 6, 2022 by Holly Broxterman (holly.broxterman)

Course Catalog
Description

This class explores concepts and practices in organization behavior and management theory as they apply to public organizations. It covers dynamics associated with organizational structures, accountability, and culture and dynamics of risk in leadership, collaboration, performance and contracting. It emphasizes approaches to understanding ~~A study of~~ the dynamics of individuals, groups, ~~differences in the setting of the management of the various kinds of public organizations,~~ and teams within organizations. ~~a survey of the basic techniques of strategic planning, fund-raising, decision-making, community inter-organization development, leadership, negotiations, mission definition, policy analysis and evaluation for maximum effectiveness in the public sector.~~

Prerequisites

Prerequisite /
Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |

Restrictions

Course offered

Primarily attract

Grade Mode
(Default)           Standard Letter

| Non-Default Grade Modes | Audit |
| --- | --- |
| | Credit/Pass/Fail |
| | Unavailable - Office Use Only |

| Course Repeatable | No |
| --- | --- |

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

Master Syllabus

Additional Comments

Supplemental Files

Reviewer Comments

Key: 4003

# Course Change Request

Date Submitted: 09/15/23 9:09 am

Viewing: **PO 395 : Non-Profit Management and Leadership**

Last approved: 10/06/22 4:38 am

Last edit: 09/15/23 9:09 am

Changes proposed by: Bill Fiander (william.fiander)

Catalog Pages
referencing this
course
  Leadership Institute
  Non-Profit Management, Certificate
  Political Science (PO)
  Political Science and Public Administration

Programs
referencing this
course
  NP-CT: CT: Non-Profit Management/Cert
  TA: TA: Technology Administration
  BPA: BPA: Public Administration
  PB-MNR: Public Administration Minor

KSBN Date

| Change Type | Significant |
|---|---|
| Prefix | PO - Political Science |

## In Workflow
1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path
1. 09/15/23 9:20 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:22
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:25
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

| | |
|---|---|
| Course Number | 395 |
| Department | Political Science |
| College | College of Arts and Sciences |
| Division | Social Sciences |
| Academic Level | Undergraduate |

Course Title

Non-Profit Management <ins>and Leadership</ins>

Short Title          <ins>Non-Profit Mgmt and Leadership</ins> ~~Non-Profit Management~~

Approved General
Education Course

| | |
|---|---|
| Effective Term | Fall 2024 |
| Credits | 3 |

Instruction Types

Lecture (C)
Lecture (C1)
Lecture (C2)
Lecture (C3)
Lecture (C4)
Online (U)

Lecture Hours

Lab Hours

Other Hours

Rationale for
Change

4. 09/22/23 2:45 pm
   Lindsey Ibanez
   (lindsey.ibanez):
   Approved for
   SOSC Chair
5. 09/25/23 8:41 pm
   Kelly Erby
   (kelly.erby):
   Approved for CA
   Dean
6. 10/03/23 9:37 am
   Bruce Mactavish
   (bruce.mactavish):
   Approved for
   CFCCC Chair

## History

1. Oct 6, 2022 by
   Holly Broxterman
   (holly.broxterman)

Course titles have been updated to reflect and align with the proposed contemporary course descriptions that are replacing outdated course descriptions created 40 years ago. They are intended to be more descriptive of the course and appealing to prospective students.

Course Catalog
Description

A survey of the various forms and particular differences of the management and operation of Non-Profit organizations as distinguished from traditional government administration. Elements of leadership will be emphasized.

Prerequisites

Prerequisite /
Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|--------|---|------------------|-----------------|----------------|---|--------------|
|        |   |                  |                 |                |   |              |

Restrictions

Course offered

Primarily attract

| Grade Mode (Default) | Standard Letter |
|---|---|
| Non-Default Grade Modes | Audit Credit/Pass/Fail |

Unavailable - Office Use Only

| Course Repeatable | Yes |
|---|---|
| | Total completions    3 |
| | Maximum credits available    9 |

*UPDATE ME: must populate one field*

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

Master Syllabus

Additional
Comments

Supplemental
Files

Reviewer
Comments

Key: 4004

# Course Change Request

Date Submitted: 09/15/23 9:09 am

Viewing: **PO 401** : <u>Equity and Hard Choices in Public Administration</u> ~~Program Evaluation Methods~~

Last approved: 10/06/22 4:38 am

Last edit: 09/15/23 9:09 am

Changes proposed by: Bill Fiander (william.fiander)

Catalog Pages
referencing this
course

  Non-Profit Management, Certificate

  Political Science (PO)

  Political Science and Public Administration

Programs
referencing this
course

  NP-CT: CT: Non-Profit Management/Cert

  BPA: BPA: Public Administration

  PB-MNR: Public Administration Minor

KSBN Date

Change Type          Significant

Prefix          PO - Political Science

## In Workflow

1. **Acad Ops**
2. **PO Chair**
3. **Library**
4. **SOSC Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Final Acad Ops
10. Banner

## Approval Path

1. 09/15/23 9:20 am
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/15/23 10:22
   am
   Bob Beatty
   (bob.beatty):
   Approved for PO
   Chair
3. 09/15/23 10:23
   am
   Sean Bird
   (sean.bird):
   Approved for
   Library

| | |
|---|---|
| Course Number | 401 |
| Department | Political Science |
| College | College of Arts and Sciences |
| Division | Social Sciences |
| Academic Level | Undergraduate |

Course Title
Equity and Hard Choices in Public Administration ~~Program Evaluation Methods~~

Short Title        Equity and Hard Choices Pub Ad ~~Program Evaluation Methods~~

Approved General
Education Course

| | |
|---|---|
| Effective Term | Fall 2024 |
| Credits | 3 |

Instruction Types

Lecture (C)
Online (U)

Lecture Hours

Lab Hours

Other Hours

Rationale for
Change
Course titles have been updated to reflect and align with the proposed contemporary course descriptions that are replacing outdated course descriptions created 40 years ago. They are intended to be more descriptive of the course and appealing to prospective students.

4. 09/22/23 2:45 pm Lindsey Ibanez (lindsey.ibanez): Approved for SOSC Chair
5. 09/25/23 8:43 pm Kelly Erby (kelly.erby): Approved for CA Dean
6. 10/03/23 9:37 am Bruce Mactavish (bruce.mactavish): Approved for CFCCC Chair

## History

1. Oct 6, 2022 by Holly Broxterman (holly.broxterman)

Course Catalog
Description
The most vital methods of evaluating the effects of public policies, programs and agency goals of government and non-profit agencies as viewed through the tensions of equitable and political environments. agencies.

Prerequisites

Prerequisite /
Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|---|---|---|---|---|---|---|
| | | | | | | |

Restrictions

Course offered

Primarily attract

| Grade Mode (Default) | Standard Letter |
|---|---|
| Non-Default Grade Modes | Audit
Credit/Pass/Fail
Unavailable - Office Use Only |
| Course Repeatable | No |

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

Master Syllabus

Additional
Comments

Supplemental
Files

Reviewer
Comments

Key: 4007

# Course Change Request

Viewing: **PO 450 :** ~~<span style="color:green">Seminar in Political Science and Public Administration</span>~~ <span style="color:red">Junior Seminar</span>

Changes proposed by: Holly Broxterman (holly.broxterman)

|  |  |  |  |
|---|---|---|---|
| KSBN Date |  |  |  |
| Change Type |  |  |  |

| | | | |
|---|---|---|---|
| Prefix | PO - Political Science | Course Number | 450 |
| Department | Political Science | | |
| College | College of Arts and Sciences | | |
| Division | Social Sciences | | |
| Academic Level | Undergraduate | | |
| Course Title | Seminar in Political Science and Public Administration ~~Junior Seminar~~ | | |
| Short Title | Seminar Pol Sci and Public Adm ~~Junior Seminar~~ | | |
| Approved General Education Course | | | |
| Effective Term | Fall 2024 | | |
| Credits | 1 | | |
| Instruction Types | | | |
| | Capstone/Thesis (N) Lecture (C) | | |
| Lecture Hours | | | |
| Lab Hours | | | |
| Other Hours | | | |

| | |
|---|---|
| Rationale for Change | 10/17/2023 - Kelly Erby and Bruce Mactavish confirmed that the CFCCC and CFC agreed to name change from Junior Seminar to "Seminar in Political Science and Public Administration however it was never updated in CourseLeaf before it was approved. Holly is updating in CL and Banner to reflect this approved change. |

| | |
|---|---|
| Course Catalog Description | Required course for all political science and public administration majors and should be taken after student has completed sixty hours of university coursework. Course is a review of major areas of political science and public administration and also helps students develop skills and gain insight into preparing for post-graduate study and careers. |

Prerequisites

Prerequisite / Corequisite

Corequisites

Corequisites

Banner Prerequisites

| And/Or | ( | Course/Test Code | Min Grade/Score | Academic Level | ) | Concurrency? |
|---|---|---|---|---|---|---|
|  |  |  |  |  |  |  |

Restrictions

Course offered

Primarily attract

| | |
|---|---|
| Grade Mode (Default) | Standard Letter |

| Non-Default Grade Modes | Audit |
| --- | --- |
| | Credit/Pass/Fail |
| | Unavailable - Office Use Only |
| Course Repeatable | No |

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

Master Syllabus

Additional
Comments

Supplemental Files

Reviewer
Comments

The College Faculty Council Resources Committee met on 10/2/23 to review Capital Improvement Requests from CAS Departments.

Rigging Safety Inspection in Theatre
This is essential for maintaining safety and the resources subcommittee of the College Faculty Council ranked it accordingly.

Greenhouse Refresh
The Resources subcommittee of the College Faculty Council ranked this request of medium priority. Upgrades to the greenhouse would make it operational for student and faculty research. This field is of growing interest to students (no pun intended). These upgrades would also improve the exterior appearance of Stoffer. This request has been made several times previously and not funded.

Math Work Room Improvements
The resources subcommittee of the College Faculty Council ranked this request lower in priority because it is primarily for aesthetic reasons and impacts a relatively small number of people (math and stats faculty and staff, student workers, and adjuncts).

The College Faculty Council Resources Committee met on 10/2/23 to review Equipment Requests from CAS Departments.

Theatre Professional Cabinet/Table Saw with Sawstop
This is essential to maintain safety and the resources subcommittee of the College Faculty Council ranked it accordingly.

Pugmill for ceramics materials recycling
The resources subcommittee of the College Faculty Council ranked this request of high priority (2/4 submitted). The requested equipment improves safety as well as the sustainability and economy of the ceramics program.

Microscope Pkg for Stoffer teaching lab
The Resources subcommittee of the College Faculty Council ranked this request third out of a total of four submitted. However, the committee does consider it of high priority. It was ranked lower because it is more expensive than the other requests. These microscopes impact student learning in a variety of courses-- over 150 students use these microscopes annually.

Jewelry, Metal, and Enameling Course Equipment
The resources subcommittee of the College Faculty Council ranked this of medium priority (4/4 requests). The Art department has received funding previously for an emerging jewelry program. However, this would request has the potential to impact a number of students and enhance the art education program in important ways.

The College Faculty Council Resources Committee met on 10/2/23 to review Equipment Requests from CAS Departments.

ipads with Apple pencils and magic keyboards
The Resources subcommittee of the College Faculty Council considers this request of medium priority. This equipment would support student learning in a several courses. It is important for students to have access to equipment that is considered industry standard.

# Program Change Request

Date Submitted: 09/05/23 9:59 am

Viewing: **EN-CW : Creative Writing**

Last approved: 10/07/22 10:30 am

Last edit: 09/08/23 10:15 am

Changes proposed by: Melanie Burdick (melanie.burdick)

Catalog Pages
Using this
Program

Creative Writing, BA

Change Type          Significant

Summarize
Changes and
Include Rationale

## In Workflow

1. **Acad Ops**
2. **EN Chair**
3. **Library**
4. **HUM Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. **Assoc Dean CFC**
8. CA Assoc Dean
9. Governance Check
10. AA Committee
11. Faculty Senate
12. General Faculty
13. WUBOR
14. Final Acad Ops
15. Registrar

## Approval Path

1. 09/05/23 10:49 am
   Holly Broxterman (holly.broxterman): Approved for Acad Ops
2. 09/05/23 11:06 am
   Melanie Burdick (melanie.burdick): Approved for EN Chair

3. 09/05/23 11:26 am
   Sean Bird
   (sean.bird):
   Approved for
   Library
4. 09/21/23 4:47 pm
   Ian Smith1
   (ian.smith1):
   Approved for HUM
   Chair
5. 09/25/23 9:00 pm
   Kelly Erby
   (kelly.erby):
   Approved for CA
   Dean
6. 10/03/23 9:41 am
   Bruce Mactavish
   (bruce.mactavish):
   Approved for
   CFCCC Chair

## History

1. Oct 7, 2022 by
   Holly Broxterman
   (holly.broxterman)
2. Oct 7, 2022 by
   Holly Broxterman
   (holly.broxterman)

Due to the new general education requirements, students will now be required to complete a minor, certificate, or additional major. This will replace the general education credit hours that are no longer required, and it will allow students to choose a complementary area of study.

((Holly 9/8/23: Completed revisions according to new standardization approved by

Deans and Provost Office))

# General Information

| | |
|---|---|
| Effective Catalog Edition | 2024-2025 |
| Department | English |
| College | College of Arts and Sciences |
| Division | Humanities |
| Degree Level | Undergraduate |
| Program Title | Creative Writing |
| Degree to be Offered | Bachelor of Arts (BA) |
| Is this program offered completely online? | No |
| Does this program lead to a teaching certification? | No |
| Is this program an interdisciplinary program? | No |
| CIP Code | 231302 - Creative Writing. |

# Admission and Curriculum

Admission Criteria

Total Number of
Semester Credit
Hours for the
Degree

Curriculum

# Degree Requirements

In addition to the requirements stated below, students must complete 34-35 hours of General Education, all requirements for a Bachelor of Arts degree, and any additional hours needed to reach the 120 credit hours required for graduation.
In addition, all English (BA) majors must complete a complementary minor, certificate, or additional major; students must declare this with the department that grants it.

**Required Courses Inside Department**

| | | |
|---|---|---|
| EN 105 | Introduction to English Studies | 3 |
| EN 206 | Beginning Poetry Writing | 3 |
| EN 207 | Beginning Nonfiction Writing | 3 |
| EN 209 | Beginning Fiction Writing | 3 |
| EN 301 | Literary Criticism &Theory | 3 |
| EN 310 | English Grammar/Linguistics | 3 |
| EN 315 | Reading as Writers | 3 |
| EN 384 | Publishing Lab (the capstone for writing majors) | 3 |
| ~~Subtotal~~ | | ~~24~~ |
| ~~Additional Courses~~ | | |
| Select two of the following: | | 6 |
| EN 305 | Advanced Fiction Writing | |
| EN 306 | Advanced Poetry Writing | |

| EN 307 | Advanced Nonfiction Writing | |
|--------|------------------------------|---|
| Select three of the following (at least one from each area): | | 9 |
| British Literature | | |
| EN 325 | British Lit through 1785 | |
| EN 326 | British Literature since 1785 | |
| American Literature | | |
| EN 330 | American Literature through 1865 | |
| EN 331 | American Literature since 1865 | |
| World Literature | | |
| EN 360 | World Literature through 1650 | |
| EN 361 | World Literature since 1650 | |
| One writing or literature correlate course from outside the major [1] | | 3 |
| ~~Subtotal~~ | | ~~18~~ |
| **Total Hours** | | **42** |

[1]

Chose in consultation with advisor and department chair

~~Degree Requirements Thirty-nine total English hours required, including core requirements, but excluding EN 101 First-Year Writing and EN 300 Advanced College Writing. The Creative Writing emphasis major's field program should look as follows:~~

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

They do not. The requirement is for additional coursework mainly outside the department.

Supplemental
Files

Reviewer
Comments

Key: 345

# Miscellaneous Change Request

## New Proposal

Date Submitted: 10/26/23 10:23 pm

Viewing: **Natural Science Concentration Hours Change to Bachelor of Science Degrees**

Last edit: 10/26/23 10:23 pm

Changes proposed by: Andrew Herbig (andrew.herbig)

| | |
|---|---|
| Request Type | Policy Request or Change |
| Title | Natural Science Concentration Hours Change to Bachelor of Science Degrees |
| Request Details | |

### In Workflow

1. **NSM Chair**
2. **CA Dean**
3. **CFCCC Chair**
4. Assoc Dean CFC
5. CA Assoc Dean
6. Final Acad Ops
7. Registrar

### Approval Path

1. 10/27/23 11:51 am
   Andrew Herbig
   (andrew.herbig):
   Approved for NSM
   Chair
2. 10/27/23 4:54 pm
   Kelly Erby
   (kelly.erby):
   Approved for CA
   Dean

Decrease the Natural Sciences concentration requirement for Bachelor of Science degrees from 20 hours in one department to 15 hours.

The main rationale is a student-centered one that provides more flexibility in taking a variety of courses in the students' interest and/or career goals. Primarily, dropping the hours from 20 to 15 hours in one department provides students an opportunity to take a greater variety of science courses for their NS concentration. For example, most B.S. biology students take 20 hours of chemistry, but their future goals might not need them to have 20 hours of chemistry. Thus, they would benefit by taking a course or two from

another science discipline that would help them after graduation. For example, they might choose to take a CM course in computer programming or another MA or PS course. The change is also likely to help students "double-dip" credit hours with some of the new interdisciplinary minors, especially the bioinformatics minor that is currently being developed.

It should be noted that both the departments of SO/AN and KN have stated that this change will not affect them.

| Supporting Documents | [Bachelor of Science Degree proposal 20 to 15 catalog change.pdf](#) |
|---|---|
| Reviewer Comments | |

Key: 15

# Program Change Request

Date Submitted: 05/30/23 9:45 am

Viewing: **AH : Art: BA-Art History**

Last approved: 09/28/22 11:43 am

Last edit: 09/26/23 3:05 pm

Changes proposed by: Kelly Thor (kelly.thor)

Catalog Pages
Using this
Program

Art History, BA

| Change Type | Not Significant |
| --- | --- |
| Summarize Changes and Include Rationale | |

## In Workflow

1. **Acad Ops**
2. **AR Chair**
3. **Library**
4. **CPA Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. Assoc Dean CFC
8. CA Assoc Dean
9. Governance Check
10. Final Acad Ops
11. Registrar

## Approval Path

1. 08/30/23 1:41 pm
   Holly Broxterman
   (holly.broxterman):
   Approved for Acad
   Ops
2. 09/08/23 9:04 am
   Kwok-Pong Tso
   (kwokpong.tso):
   Approved for AR
   Chair
3. 09/08/23 10:00 am
   Sean Bird
   (sean.bird):
   Approved for

Library

4. 09/29/23 5:17 pm Kelly Huff (kelly.huff): Approved for CPA Chair

5. 10/02/23 4:53 pm Kelly Erby (kelly.erby): Approved for CA Dean

## History

1. Apr 21, 2022 by clmig-jwillging
2. Sep 28, 2022 by Holly Broxterman (holly.broxterman)

Religious Studies is no longer offering a two-part course for the Bible but has consolidated it to one (RG 103).

((Holly 9/7/23: Completed revisions according to new standardization approved by Deans and Provost Office))

# General Information

| | |
|---|---|
| Effective Catalog Edition | 2023-2024 |
| Department | Art |
| College | College of Arts and Sciences |
| Division | Creative & Performing Arts |
| Degree Level | Undergraduate |

| Program Title | Art: BA-Art History |
|---|---|
| Degree to be Offered | Bachelor of Arts (BA) |

Is this program offered completely online?

| Does this program lead to a teaching certification? | No |
|---|---|
| Is this program an interdisciplinary program? | No |
| CIP Code | 500703 - Art History, Criticism and Conservation. |

# Admission and Curriculum

Admission Criteria

Total Number of Semester Credit Hours for the Degree

Curriculum

# Degree Requirements

In addition to ~~The BA in Art History is a degree consisting of thirty-six (36) credit hours in~~ the ~~major plus the general education and University Core~~ requirements stated below, students must complete

34-35 hours of General Education, all requirements for a Bachelor of Arts degree, and any additional hours needed to reach the minimum 120 credit hours required for graduation. ~~the College.~~ Some of the courses below may also fulfill general education or other degree requirements.  Please see your advisor for more information.

| | **Required Courses Inside Department** | |
|---|---|---|
| AR 101 | Survey of Art History, Prehistoric to Medieval | 3 |
| AR 102 | Survey of Art History, Renaissance to Contemporary | 3 |
| Select one of the following: | | 3 |
| AR 120 | 2D Design: Digital Elements | |
| AR 140 | Drawing I | |
| AR 313 | Museum Studies | 3 |
| AR 300 | Art Theory Past and Present | 3 |
| AR 312 | Research in Art History | 3 |
| or AR 401 | Internship | |
| Select one of the following: | | 3 |
| AR 309 | Art of Africa | |
| AR 310 | Art of Asia | |
| AR 311 | Art of the Americas | |
| AR 301 | Ancient Art | 3 |
| or AR 303 | Medieval/Renaissance Art History | |
| Select one of the following: | | 3 |
| AR 306 | Development of Modern Art | |
| AR 307 | Twentieth Century Art | |
| AR 407 | Themes-Contemporary Art Practice | |
| AR 404 | Professional Practices | 3 |
| Art History Electives | | 6 |

| Subtotal | 36 |
|---|---|

**Required Courses Outside Department**

| RG 102 | World Religions | 3 |
|---|---|---|
| or RG 103 | Introduction to the Bible | |

| Total Hours | 39 |
|---|---|

~~All students majoring in Art History shall take the following required~~ ~~courses:Note:Required correlate course in Humanities (may count as General~~ ~~Education):~~ ~~RG 105~~ ~~Course RG 105 Not Found~~ ~~or~~ ~~RG 106~~ ~~Course RG 106 Not Found~~ ~~or~~ ~~RG 102 World Religions.~~

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

| Supplemental Files |
|---|

Reviewer
Comments

Key: 6

# Program Change Request

Date Submitted: 09/19/23 2:57 pm

Viewing: **CM-AA : CM/Comp Info Science: AA**

Last approved: 05/03/23 4:37 pm

Last edit: 09/19/23 2:57 pm

Changes proposed by: Nan Sun (nan.sun)

Catalog Pages
Using this
Program

AA, Computer Information Science

Change Type          Significant

Summarize
Changes and
Include Rationale

## In Workflow

1. **Acad Ops**
2. **CM Chair**
3. **Library**
4. **NSM Chair**
5. **CA Dean**
6. **CFCCC Chair**
7. Assoc Dean CFC
8. CA Assoc Dean
9. Governance Check
10. AA Committee
11. Faculty Senate
12. General Faculty
13. WUBOR
14. Final Acad Ops
15. Registrar

## Approval Path

1. 09/20/23 10:07 am
   Beth ONeill (beth.oneill):
   Approved for Acad Ops
2. 09/20/23 10:43 am
   Nan Sun (nan.sun):
   Approved for CM

Chair

3. 09/20/23 11:07 am
Sean Bird
(sean.bird):
Approved for
Library

4. 10/02/23 10:39
am
Andrew Herbig
(andrew.herbig):
Approved for NSM
Chair

5. 10/02/23 4:52 pm
Kelly Erby
(kelly.erby):
Approved for CA
Dean

## History

1. Apr 21, 2022 by
clmig-jwillging

2. Jul 15, 2022 by
Steve Luoma
(steven.luoma)

3. Sep 30, 2022 by
Holly Broxterman
(holly.broxterman)

4. Apr 19, 2023 by
Holly Broxterman
(holly.broxterman)

5. May 3, 2023 by
Holly Broxterman
(holly.broxterman)

To conform to the new general education requirements and to ensure the program is close to 60 total hours.

# General Information

| | |
|---|---|
| Effective Catalog Edition | 2024-2025 |
| Department | Computer Information Sciences |
| College | College of Arts and Sciences |
| Division | Natural Science & Mathematics |
| Degree Level | Undergraduate |
| Program Title | CM/Comp Info Science: AA |
| Degree to be Offered | Associate of Arts (AA) |
| Is this program offered completely online? | No |
| Does this program lead to a teaching certification? | No |
| Is this program an interdisciplinary program? | No |
| CIP Code | 11.0101 - 11.0101 |

# Admission and Curriculum

Admission Criteria

| | |
|---|---|
| Total Number of Semester Credit Hours for the Degree | 66 |

Curriculum

# Degree Requirements

**Computer Information Science Required**

| CM 111 | Introduction to Structured Programming | 4 |
|---|---|---|
| CM 231 | Computer Organization/Assembler Language | 3 |
| CM 245 | Contemporary Programming Methods | 3 |
| CM 261 | Networked Systems | 3 |
| Select one of the following: | | 3 |
| CM 307 | Data Structures & Algorithmic Analysis | |
| CM 335 | Advanced Application Programming & Design | |
| CM 361 | Introduction to Cybersecurity | |
| CM 322 | Operating Systems | |
| CM 330 | Web Development II | |
| CM 334 | Modeling with VBA/Excel | |
| Subtotal | | 16 |

**Computer Information Science Electives**

| Any CM elective | 3 |
|---|---|
| Upper Division CM elective | 3 |
| Subtotal | 6 |

## Correlated Courses

| | | |
|---|---|---|
| EC 200 | Principles of Microeconomics | 3 |
| EC 201 | Principles of Macroeconomics | 3 |
| MA 140 | Statistics | 3 |
| MA 206 | Discrete Mathematics for Computing | 3 |
| CN 150 | Public Speaking | 3 |
| EN 208 | Professional Writing | 3 |
| Subtotal | | 6 |
| Total Hours | | 28 |

Students must also meet the Associate of Arts University Requirements.

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental
Files

Reviewer
Comments

Key: 33

# Program Change Request

Date Submitted: 10/02/23 10:17 am

Viewing: **CM-BA : CM/Comp Info Science: BA**

Last approved: 05/09/23 11:11 am

Last edit: 10/02/23 10:17 am

Changes proposed by: Nan Sun (nan.sun)

Catalog Pages
Using this
Program

[BA, Computer Information Science](#)

| Change Type | [Significant](#) |
|---|---|
| Summarize Changes and Include Rationale | |

## In Workflow

1. **Acad Ops**
2. **CM Chair**
3. **NSM Chair**
4. **CA Dean**
5. **CFCCC Chair**
6. Assoc Dean CFC
7. CA Assoc Dean
8. Governance Check
9. AA Committee
10. Faculty Senate
11. General Faculty
12. WUBOR
13. Final Acad Ops
14. Registrar

## Approval Path

1. 10/02/23 10:28 am
   Holly Broxterman (holly.broxterman): Approved for Acad Ops
2. 10/02/23 10:37 am
   Nan Sun (nan.sun): Approved for CM Chair

3. 10/02/23 10:39 am
   Andrew Herbig (andrew.herbig): Approved for NSM Chair
4. 10/02/23 4:53 pm
   Kelly Erby (kelly.erby): Approved for CA Dean

## History

1. Apr 21, 2022 by clmig-jwillging
2. Jul 15, 2022 by Steve Luoma (steven.luoma)
3. Jul 15, 2022 by Steve Luoma (steven.luoma)
4. Jul 16, 2022 by Steve Luoma (steven.luoma)
5. Sep 30, 2022 by Holly Broxterman (holly.broxterman)
6. Apr 19, 2023 by Holly Broxterman (holly.broxterman)
7. May 3, 2023 by Holly Broxterman (holly.broxterman)
8. May 9, 2023 by

Holly Broxterman
(holly.broxterman)

To conform to the new general education requirements and to ensure the program does not exceed 120 total hours.

# General Information

| | |
|---|---|
| Effective Catalog Edition | 2024-2025 |
| Department | Computer Information Sciences |
| College | College of Arts and Sciences |
| Division | Natural Science & Mathematics |
| Degree Level | Undergraduate |
| Program Title | CM/Comp Info Science: BA |
| Degree to be Offered | Bachelor of Arts (BA) |
| Is this program offered completely online? | No |
| Does this program lead to a teaching certification? | No |
| Is this program an interdisciplinary program? | No |
| CIP Code | 11.0101 - 11.0101 |

# Admission and Curriculum

Admission Criteria

Total Number of
Semester Credit
Hours for the
Degree

Curriculum

# Degree Requirements

**Computer Information Science Core**

| CM 111 | Introduction to Structured Programming | 4 |
|---|---|---|
| CM 231 | Computer Organization/Assembler Language | 3 |
| CM 245 | Contemporary Programming Methods | 3 |
| CM 261 | Networked Systems | 3 |
| Subtotal | | 13 |

**Computer Information Science Required**

| CM 307 | Data Structures & Algorithmic Analysis | 3 |
|---|---|---|
| CM 322 | Operating Systems | 3 |
| CM 331 | Artificial Intelligence | 3 |
| or CM 332 | Data Mining | |
| CM 333 | Software Engineering | 3 |
| CM 336 | Database Management Systems | 3 |
| CM 361 | Introduction to Cybersecurity | 3 |
| CM 465 | Computer Information Science Capstone Project | 3 |

| Subtotal | | 21 |
|---|---|---|
| **Computer Information Science Electives** | | |
| Upper Division CM electives | | 6 |
| Subtotal | | 6 |
| **Correlated Courses** | | |
| BU 342 | Organization & Management | 3 |
| or BU 346 | Organizational Behavior | |
| EN 208 | Professional Writing | 3 |
| CN 150 | Public Speaking | 3 |
| CN 340 | Interviewing | 3 |
| or CN 341 | Persuasive Speaking | |
| or CN 342 | Communication-Teams and Groups | |
| EC 200 | Principles of Microeconomics | 3 |
| EC 201 | Principles of Macroeconomics | 3 |
| MA 140 | Statistics | 3 |
| MA 141 | Applied Calculus I | 3-5 |
| or MA 151 | Calculus & Analytic Geometry I | |
| MA 206 | Discrete Mathematics for Computing | 3 |
| PH 220 | Symbolic Logic | 3 |
| Subtotal | | 24-26 |
| Total Hours | | 64-66 |

Students must also meet the Bachelor of Arts University Requirements. Transfer students must complete at least nine upper division hours in Computer Information Sciences from Washburn University.

-

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental
Files

Reviewer
Comments

Key: 34

# Program Change Request

Date Submitted: 10/02/23 10:17 am

Viewing: **CM-DF-BA : CM/Digital Forensics: BA**

Last approved: 05/09/23 11:19 am

Last edit: 10/02/23 10:17 am

Changes proposed by: Nan Sun (nan.sun)

Catalog Pages
Using this
Program

[BA, Computer Information Science with Digital Forensics Concentration](#)

Change Type          [Significant](#)

Summarize
Changes and
Include Rationale

## Approval Path

1. 10/02/23 10:28 am
   Holly Broxterman (holly.broxterman): Approved for Acad Ops
2. 10/02/23 10:41 am
   Nan Sun (nan.sun): Approved for CM Chair

3. 10/02/23 10:42 am
Andrew Herbig (andrew.herbig): Approved for NSM Chair

4. 10/02/23 4:53 pm
Kelly Erby (kelly.erby): Approved for CA Dean

## History

1. Apr 21, 2022 by clmig-jwillging
2. Jul 15, 2022 by Steve Luoma (steven.luoma)
3. Sep 30, 2022 by Holly Broxterman (holly.broxterman)
4. Apr 19, 2023 by Holly Broxterman (holly.broxterman)
5. May 4, 2023 by Holly Broxterman (holly.broxterman)
6. May 5, 2023 by Holly Broxterman (holly.broxterman)
7. May 9, 2023 by Holly Broxterman (holly.broxterman)

> To conform to the new general education requirements and to ensure the program does not exceed 120 total hours.

# General Information

| | |
|---|---|
| Effective Catalog Edition | 2024-2025 |
| Department | Computer Information Sciences |
| College | College of Arts and Sciences |
| Division | Natural Science & Mathematics |
| Degree Level | Undergraduate |
| Program Title | CM/Digital Forensics: BA |
| Degree to be Offered | Bachelor of Arts (BA) |
| Is this program offered completely online? | |
| Does this program lead to a teaching certification? | No |
| Is this program an interdisciplinary program? | No |
| CIP Code | 11.0101 - 11.0101 |

# Admission and Curriculum

Admission Criteria

Total Number of
Semester Credit
Hours for the
Degree

Curriculum

# Degree Requirements

---

**Computer Information Science Core**

| | | |
|---|---|---|
| CM 111 | Introduction to Structured Programming | 4 |
| CM 203 | Digital Forensics I | 3 |
| CM 231 | Computer Organization/Assembler Language | 3 |
| CM 245 | Contemporary Programming Methods | 3 |
| CM 261 | Networked Systems | 3 |
| Subtotal | | 16 |

**Computer Information Science Required**

| | | |
|---|---|---|
| CM 303 | Digital Forensics II | 3 |
| CM 307 | Data Structures & Algorithmic Analysis | 3 |
| CM 322 | Operating Systems | 3 |
| CM 331 | Artificial Intelligence | 3 |
| or CM 332 | Data Mining | |
| CM 361 | Introduction to Cybersecurity | 3 |
| CM 465 | Computer Information Science Capstone Project | 3 |
| Subtotal | | 18 |

**Computer Information Science Electives**

| Upper Division CM electives | | 6 |
|---|---|---|
| Subtotal | | 6 |
| **Correlated Courses** | | |
| AN 118 | Introduction to Forensic Science | 3 |
| or CJ 115 | Introduction to Forensic Investigations | |
| ~~PY 100~~ | ~~Basic Concepts in Psychology~~ | ~~3~~ |
| ~~EN 208~~ | ~~Professional Writing~~ | ~~3~~ |
| CJ 325 | Applied Criminology | 3 |
| or CJ 371 | Intro to Forensic Photography | |
| or CJ 374 | Intro to 3-D Scanner | |
| CN 340 | Interviewing | 3 |
| or CN 341 | Persuasive Speaking | |
| or CN 342 | Communication-Teams and Groups | |
| MA 140 | Statistics | 3 |
| MA 141 | Applied Calculus I | 3-5 |
| or MA 151 | Calculus & Analytic Geometry I | |
| MA 206 | Discrete Mathematics for Computing | 3 |
| PH 220 | Symbolic Logic | 3 |
| ~~CN 150~~ | ~~Public Speaking~~ | ~~3~~ |
| Subtotal | | 21-23 |
| Total Hours | | 61-63 |

Students must also meet the Bachelor of Arts University Requirements. Transfer students must complete at least nine upper division hours in Computer Information Sciences from Washburn University.

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

| Supplemental Files |
| --- |

Reviewer
Comments

Key: 35

# Program Change Request

Date Submitted: 10/02/23 10:16 am

Viewing: **CM : CM/Comp Info Science: BS**

Last approved: 05/04/23 4:10 pm

Last edit: 10/02/23 10:16 am

Changes proposed by: Nan Sun (nan.sun)

Catalog Pages
Using this
Program

[BS, Computer Information Science](#)

| | |
|---|---|
| Change Type | [Significant](#) |
| Summarize Changes and Include Rationale | |

## In Workflow

1. **Acad Ops**
2. **CM Chair**
3. **NSM Chair**
4. **CA Dean**
5. **CFCCC Chair**
6. Assoc Dean CFC
7. CA Assoc Dean
8. Governance Check
9. AA Committee
10. Faculty Senate
11. General Faculty
12. WUBOR
13. Final Acad Ops
14. Registrar

## Approval Path

1. 10/02/23 10:28 am
   Holly Broxterman (holly.broxterman): Approved for Acad Ops
2. 10/02/23 10:43 am
   Nan Sun (nan.sun): Approved for CM Chair

3. 10/02/23 10:43 am
   Andrew Herbig (andrew.herbig): Approved for NSM Chair
4. 10/02/23 4:51 pm
   Kelly Erby (kelly.erby): Approved for CA Dean

## History

1. Apr 21, 2022 by clmig-jwillging
2. Jul 15, 2022 by Steve Luoma (steven.luoma)
3. Sep 28, 2022 by Holly Broxterman (holly.broxterman)
4. Apr 19, 2023 by Holly Broxterman (holly.broxterman)
5. May 4, 2023 by Holly Broxterman (holly.broxterman)
6. May 4, 2023 by Holly Broxterman (holly.broxterman)

To conform to the new general education requirements and to ensure the program is close to 120 hours.

# General Information

| | |
|---|---|
| Effective Catalog Edition | 2024-2025 |
| Department | Computer Information Sciences |
| College | College of Arts and Sciences |
| Division | Natural Science & Mathematics |
| Degree Level | Undergraduate |
| Program Title | CM/Comp Info Science: BS |
| Degree to be Offered | Bachelor of Science (BS) |
| Is this program offered completely online? | No |
| Does this program lead to a teaching certification? | No |
| Is this program an interdisciplinary program? | No |
| CIP Code | 11.0101 - 11.0101 |

# Admission and Curriculum

Admission Criteria

Total Number of
Semester Credit
Hours for the
Degree

Curriculum

# Degree Requirements

## Computer Information Science Core

| | | |
|---|---|---|
| CM 111 | Introduction to Structured Programming | 4 |
| CM 231 | Computer Organization/Assembler Language | 3 |
| CM 245 | Contemporary Programming Methods | 3 |
| CM 261 | Networked Systems | 3 |
| Subtotal | | 13 |

## Computer Information Science Required

| | | |
|---|---|---|
| CM 307 | Data Structures & Algorithmic Analysis | 3 |
| CM 322 | Operating Systems | 3 |
| CM 331 | Artificial Intelligence | 3 |
| or CM 332 | Data Mining | |
| CM 333 | Software Engineering | 3 |
| CM 336 | Database Management Systems | 3 |
| CM 361 | Introduction to Cybersecurity | 3 |
| CM 465 | Computer Information Science Capstone Project | 3 |
| Subtotal | | 21 |

## Computer Information Science Electives

| | |
|---|---|
| Any CM electives | 6 |
| Upper Division CM electives | 6 |

| | | |
|---|---|---|
| Subtotal | | 12 |
| **Correlated Courses** | | |
| BU 342 | Organization & Management | 3 |
| or BU 346 | Organizational Behavior | |
| ~~EN 208~~ | ~~Professional Writing~~ | ~~3~~ |
| ~~CN 150~~ | ~~Public Speaking~~ | ~~3~~ |
| CN 340 | Interviewing | 3 |
| or CN 341 | Persuasive Speaking | |
| or CN 342 | Communication-Teams and Groups | |
| EC 200 | Principles of Microeconomics | 3 |
| or EC 201 | Principles of Macroeconomics | |
| ~~EC 201~~ | ~~Principles of Macroeconomics~~ | ~~3~~ |
| MA 140 | Statistics | 3 |
| MA 151 | Calculus & Analytic Geometry I | 5 |
| MA 206 | Discrete Mathematics for Computing | 3 |
| PH 220 | Symbolic Logic | 3 |
| Subtotal | | 23 |
| Total Hours | | 69 |

Students must also meet the Bachelor of Science University Requirements. A 30-hour concentration in the Division of Natural Sciences and Mathematics is required. If the concentration is in Math, the student must take MA 152 Calculus & Analytic Geometry II. At least 20 of these hours must be selected from one discipline. At least 3 hours must be upper division. Transfer students must complete at least nine upper division hours in Computer Information Sciences from Washburn University.

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental
Files

Reviewer
Comments

Key: 32

# Program Change Request

Date Submitted: 09/12/23 1:16 pm

Viewing: **RG : <span style="color:green">Religious Studies</span> <span style="color:red">~~Religion~~</span>**

Last approved: 01/24/23 3:14 pm

Last edit: 09/26/23 3:14 pm

Changes proposed by: Ian Smith1 (ian.smith1)

Catalog Pages
Using this
Program

Religious Studies, BA

| Change Type | <u>Significant</u> |
|---|---|
| Summarize Changes and Include Rationale | |

## In Workflow

1. **<span style="color:green">Acad Ops</span>**
2. **<span style="color:green">PH Chair</span>**
3. **<span style="color:green">PHRG Chair</span>**
4. **<span style="color:green">Library</span>**
5. **<span style="color:green">HUM Chair</span>**
6. **<span style="color:green">CA Dean</span>**
7. **<span style="color:#b8860b">CFCCC Chair</span>**
8. Assoc Dean CFC
9. CA Assoc Dean
10. Governance Check
11. AA Committee
12. Faculty Senate
13. General Faculty
14. WUBOR
15. Final Acad Ops
16. Registrar

## Approval Path

1. 09/12/23 1:41 pm Holly Broxterman (holly.broxterman): Approved for Acad Ops
2. 09/12/23 4:04 pm Ian Smith1 (ian.smith1): Approved for PH Chair

3. 09/13/23 2:33 pm Ian Smith1 (ian.smith1): Approved for PHRG Chair
4. 09/13/23 4:36 pm Sean Bird (sean.bird): Approved for Library
5. 09/21/23 4:49 pm Ian Smith1 (ian.smith1): Approved for HUM Chair
6. 09/26/23 11:39 am Kelly Erby (kelly.erby): Approved for CA Dean

## History

1. Apr 21, 2022 by clmig-jwillging
2. Jul 14, 2022 by Steve Luoma (steven.luoma)
3. Jul 14, 2022 by Steve Luoma (steven.luoma)
4. Sep 28, 2022 by Holly Broxterman (holly.broxterman)
5. Jan 24, 2023 by

Steve Luoma
(steven.luoma)

6. Jan 24, 2023 by
Steve Luoma
(steven.luoma)

Rationale for minor, certificate, or second major requirement: Graduates in liberal arts disciplines should be well-rounded, and that requires depth as well as breadth. Disciplines across the University, and especially within the College, should actively support one another by requiring their students to explore outside of their majors. The reduction in general education requirements means that students will have more opportunity to explore disciplines outside of their majors, and we think that their exploration will be more fruitful if they do that within particular disciplinary structures. More to the point, we are committed to positioning our graduates to be successful on the job market, and we believe that having distinct minors, double majors, and certificates will be more beneficial to them.

((Holly 9/12/23: Completed revisions according to new standardization approved by Deans and Provost Office))

# General Information

| | |
|---|---|
| Effective Catalog Edition | 2024-2025 |
| Department | Philosophy & Religious Studies ~~Philosophy~~ |
| College | College of Arts and Sciences |
| Division | Humanities |
| Degree Level | Undergraduate |
| Program Title | Religious Studies ~~Religion~~ |
| Degree to be Offered | Bachelor of Arts (BA) |

| | |
|---|---|
| Is this program offered completely online? | No |
| Does this program lead to a teaching certification? | No |
| Is this program an interdisciplinary program? | No |
| CIP Code | 380201 - Religion/Religious Studies. |

# Admission and Curriculum

Admission Criteria

Total Number of Semester Credit Hours for the Degree

Curriculum

# Degree Requirements

In addition to the requirements stated below, students must complete 34-35 hours of General Education, all requirements for a Bachelor of Arts degree, and any additional hours needed to reach the minimum 120 credit hours required for graduation.Some of the courses below may also fulfill general education or other degree requirements.  Please see your advisor for more information. In addition, all Religious Studies majors must declare and then meet the requirements for a minor, a second major, or a certificate in order to graduate.

**Required Courses Inside Department**

| | | |
|---|---|---|
| RG 101 | Introduction to Religion | 3 |
| RG 102 | World Religions | 3 |
| RG 331 | Understanding Religion | 3 |
| RG 398 | Capstone Preparation | 3 |
| RG 399 | Religious Studies Capstone | 3 |
| Choose one of the following: | | 3 |
| PH 100 | Introduction to Philosophy | |
| PH 201 | Corrupting the Youth: Ancient Greek Philosophy | |
| PH 203 | Introduction to Buddhist Philosophy | |
| PH 207 | Existence of God | |
| PH 301 | I think therefore I am? Modern Philosophy 1600-1800 | 3 |
| ~~Subtotal~~ | | ~~21~~ |
| Subtotal | | 0 |

**Additional Required Courses**

| | |
|---|---|
| Select additional courses [1] | 12 |
| ~~Subtotal~~ | ~~12~~ |
| ~~Correlated Courses~~ | |
| Total Hours | 33 |

[1]
At least nine must be RG and at least nine must be upper division courses. *External courses require advisor's prior approval.*

~~Degree Requirements~~

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

N/A

Supplemental
Files

Reviewer
Comments

Key: 180

## Procedure for Third-Year Review of Tenure-Track
## Faculty

During the third year of a tenure-track appointment, untenured faculty in the College of Arts and Sciences (CAS) will undergo a preliminary evaluation designed to monitor progress toward the award of tenure and promotion. The faculty member being reviewed will submit materials patterned after those in a petition for tenure and promotion, per the following guidelines. For those faculty who have been authorized to include years of prior faculty work experience as part of their pre-tenure probationary period, the "third year" review will occur at a different time:

- Faculty including one year of prior experience will have the review conducted during the fourth year of the probationary period, which will be their third year at Washburn.

- Faculty including two years of prior experience will have the review conducted during the fourth year of the probationary period, which will be during their second year at Washburn.

- Faculty including three years of prior experience will have the review conducted during the fifth year of the probationary period, which will be their second year at Washburn.

The third-year review process is similar but not identical to the tenure process. One notable difference is that the evaluation is not reviewed beyond the level of the dean.

1. The department chairperson will devise a review timeline that will enable the Third-year Review Evaluation Form to be transmitted to the CAS dean's office by **the Friday after Spring Break.** Suggested example timelines for the process of third-year review are available from the dean's office.

2. The department chairperson will assist the candidate in creating a department-level review committee that simulates a tenure-review committee. It shall consist of at least five tenured faculty members from the department. The department chairperson will notify the dean's office of the members of the departmental committee.

    If the department lacks the necessary five members, the chair will assist the faculty member in submitting to the dean's office a list of higher-ranking members of other college departments. The list shall be at least twice the number lacking in the faculty member's department. The dean, in consultation with the College Promotion and Tenure committee (CCPT), will then select the final members of the committee. Committee members may not be members of the CCPT.

3. The candidate will select a willing chairperson from among the committee members. The department chairperson will not serve on the department-level committee.

4. The third-year review candidate will submit the required information and other materials in support of their review to the department chairperson in electronic format by the date the department chairperson has specified. The department chair will also share a copy of all materials with the dean's assistant.

5. The department committee will provide notification of its recommendation to the department chairperson along with supporting rationale. Any minority opinion within the department committee may be expressed in a signed, written statement to the department chairperson.

6. The department chairperson will complete the form entitled "Third-Year Review of Tenure-Track Faculty" for the faculty member being reviewed. This form does not substitute for the "Yearly Evaluation of Faculty" form, which should also be completed for that faculty person at the appropriate time of the academic year. Under the three major headings of "Teaching," "Research, Scholarship, and Professional and Creative Activities" and "Service," the chairperson will summarize and evaluate the contributions of the faculty member being reviewed.

   The chairperson will present and discuss the completed evaluation form, the departmental recommendation and rationale, and any written minority report(s) received from the departmental committee with the faculty member. The faculty member will then sign the evaluation form stating they have seen the evaluation and have had an opportunity to discuss it with the chairperson.

   The department chairperson will share the following with the dean's assistant: 1) the completed evaluation form; 2) the department committee's recommendation and supporting rationale; and 3) any minority opinions.

7. The CCPT will review the candidate's supporting materials and all materials forwarded by the department chair and send a report to the dean.

8. After reviewing the materials and reports, the dean will sign the "Third-Year Review of Tenure-Track Faculty" and provide their summary evaluation to the faculty member, along with a copy of the CCPT's report.

9. All materials related to third-year review will be kept in the faculty member's electronic file maintained by the dean's office.

10. If the third-year review process prompts in a decision of non-reappointment for the faculty member, the procedure for non-reappointment outlined in the Faculty Handbook will be followed.

CFC Approved Rev. 10/30/2013

Updated 4/29/2020

Updated ???

# PROCEDURE FOR THIRD-YEAR REVIEW OF TENURE-TRACK FACULTY

During the third year of a tenure-track appointment, untenured faculty in the College of Arts and Sciences will undergo a preliminary evaluation designed to monitor progress toward the award of tenure. The third-year review is supplementary to the annual performance review. For the third-year review, the faculty member being reviewed is expected to submit materials patterned after those in a petition for tenure. Guidelines for the preparation of the materials to be submitted are attached. For those faculty who have received one year of prior service credit, the review will be done during the fourth year of their credited service, which will be their third year at Washburn. For those who received two years of prior service credit, the review will also be done during the fourth year of their credited service, which will be during their second year at Washburn. Faculty who have received three years of prior service credit will not have a third-year review. The third-year review process is similar but not identical to the tenure process. One notable difference is that the evaluation is not reviewed beyond the level of the Dean.

1.  The faculty member's materials to be reviewed will be submitted to the department chairperson at the designated time. The **Department Chairperson will devise a review timeline** that will enable the Third-year Review Evaluation Form to be transmitted to the Dean's Office by **the Friday after Spring Break (March 24, 2023).**

2.  The chairperson will create a department-level review committee that **simulates** a tenure-review committee. It shall consist of at least five tenured faculty members from the department, using outside members to fill out the group of five if an insufficient number of qualified faculty members is available. If the department lacks the necessary five members, the faculty member will submit to the Dean of the College of Arts and Sciences a list of higher ranking members of other college departments. The list shall be at least twice that number lacking in the faculty member's department. The Dean, in consultation with the College Promotion and Tenure committee, then will select the final members of the committee. Outside members may not be members of the College Committee on Promotion and Tenure (CCPT). The chairperson will not serve on the department-level committee, but will receive its report.

3.  The chairperson completes the form entitled "Third-Year Review of Tenure-Track Faculty" for each faculty member being reviewed in his/her department. **This form is in addition to the Yearly Evaluation of Faculty form.** Under the three major headings of "Teaching," "Research, Scholarship, and Professional and Creative Activities," an "Service," the chairperson will summarize and evaluate the contributions of the faculty member. Supporting materials assembled by the faculty member being evaluated will be attached.

    In the event of a minority opinion in the department, the chairperson will inform the faculty member(s) voicing this opinion of their right to submit their opinion in a signed, written statement to the chairperson. Any such statement will be forwarded, by the chairperson, along with the evaluation forms by the departmental chairperson and the report of the department-level review committee.

4.  The chairperson will recommend each faculty member being evaluated either for retention or non-retention. If the recommendation is for retention, the chairperson will indicate either that the person is making satisfactory progress toward tenure or that the person needs to accelerate his/her progress toward tenure. If the recommendation is for non-retention, the procedure for non-reappointment outlined in the Faculty Handbook is followed.

5.  The chairperson will present and discuss the completed evaluations, as well as any minority report(s) if any, with the faculty member. The faculty member will then sign the form in the chairperson's presence, indicating that he or she has seen the evaluations and has had an opportunity to discuss it with the chairperson.

6.  The chairperson will forward the evaluation form, along with the report of the department-level review, any additional documentation and/or minority report(s), to the Dean's Office for review by the CCPT and the Dean.

7.  The CCPT will review the materials and send a report to the Dean.

8.  After reviewing the materials and reports, the Dean will sign the "Third-Year Review of Tenure-Track Faculty" and provide a summary evaluation to the faculty member. The Dean will also provide the faculty member a copy of the CCPT's report.

9.  The original copy of the evaluation forms will be kept in the faculty member's file in the dean's office. A photocopy will be returned to the department chairperson, to be filed in the faculty member's file in the departmental office.

10. The faculty member's submitted materials are returned after the review process is completed.

Third-Year Review of Tenure-Track Faculty Form

Date:
Name of faculty member being reviewed:
Department of faculty member being reviewed:
Name of Department Chair Reviewer:

*Please summarize and evaluate the contributions of the faculty member being reviewed in each of the three major areas of teaching; research, scholarship, and professional and creative activities; and service.*

Teaching:

Research, Scholarship, and Professional and Creative Activities:

Service:

*Please select one of the following recommendations regarding the faculty member being reviewed:*

___ The current pace and trajectory of work demonstrates satisfactory progress toward tenure and promotion.

___ The pace of work in one or more areas needs to accelerate in order to achieve tenure and promotion.

___ Significant deficiencies in one or more areas demonstrate a lack of satisfactory progress toward tenure and promotion.

If Options 2 or 3 above are selected, please summarize below the areas of needed improvement to successfully meet the criteria for promotion and tenure.

Signature of Department Chairperson:

Signature of Faculty Member:
(The signature above does not necessarily indicate agreement with the evaluation.)

Signature of Dean:

DRAFT

# THIRD-YEAR REVIEW OF TENURE-TRACK FACULTY

**DATE** _____

**NAME** _____

**DEPARTMENT** _____

**γ TEACHING:**

**γ RESEARCH, SCHOLARSHIP, AND PROFESSIONAL AND CREATIVE ACTIVITIES:**

**γ SERVICE:**

_____ Is making satisfactory progress toward tenure and retention is recommended.

_____ Needs to accelerate progress toward tenure, but retention is recommended.

_____ Is not making satisfactory progress toward tenure and non-prejudicial non-retention is recommended.

Signature of Chairperson_____

Signature of Faculty Member_____
**(The signature above does not necessarily indicate agreement with the evaluation.)**

Signature of Dean_____

**γ** Supporting Materials Attached

# Example Timelines for Third-Year Reviews

This document aims to aid department chairs who are seeking guidance as they determine their internal timeline and intermediary deadlines for third-year reviews. For a detailed procedure guide, please refer to the "Procedure for Third-Year Review of the Tenure-Track Faculty" document.

Example 1

- Mid-January: Petitioner submits the names of potential committee members and committee chair to CAS.

- Mid-February: Petitioner submits third-year review materials. The materials should be submitted in digital form to the department chair. The department chair also shares a copy of all materials with the dean's assistant.

- Late February: The department-level review committee submits its report to department chair. (Note: the candidate does not get a copy of this report.) The department chair emails the departmental recommendation letter and any minority opinions to CAS dean's assistant.

- Late February/Early March: Department chair reviews committee report and completes "Third-Year Review of Tenure-Track Faculty" form and writes the department chair's letter of recommendation.

- First week of March: The department chair and candidate meet to discuss the department chair's evaluation as well as the department committee's recommendation (and minority opinion, if any). Both the faculty member and department chair sign the form "Third-Year Review of Tenure-Track Faculty."

- Before spring break (mid-March): The department chair shares the signed form, committee letter and any minority opinion to the dean's assistant. The dean's assistant notifies members of the CCPT. (The deadline to submit all materials to the CAS office is the Friday after spring break.)

Example 2

- Encourage candidate(s) to complete most of the third-year review work the summer preceding their review (or during that spring, if they are taking most of the summer off). Petitioner may add fall semester work in January.

- November or December: Petitioner submits the names of potential committee members and committee chair to CAS.

- February 1: Petitioner submits third-year review materials. The materials should be submitted in digital form to the committee chair and department chair. The department chair also shares a copy of all materials with the dean's assistant.

- Late February: The department-level review committee submits its report to department chair. (Note: the candidate does not get a copy of this report.) The department chair emails the departmental recommendation letter and any minority opinions to CAS dean's assistant.

- Early March: Department chair reviews committee report and completes "Third-Year Review of Tenure-Track Faculty" form and writes the department chair's letter of recommendation.

- Mid-March: Department chair and candidate meet to discuss the department chair's evaluation as well as the department committee's recommendation (and minority opinion, if any). Both the faculty member and department chair sign the form "Third-Year Review of Tenure-Track Faculty."

- Before spring break (mid-March) the department chair emails the signed form, committee letter and any minority opinion to the dean's assistant. The dean's assistant notifies members of the CCPT. (The deadline to submit all materials to the CAS office is the Friday after spring break.)