DATE: Monday, November 24, 2014
TIME: 3:00 p.m.
LOCATION: N117 KTC

AGENDA

I. Call to Order

II. Approval of October 27, 2014 minutes

III. Announcements

   A. Provost and Vice President of Academic Affairs—Dr. Lynette Olson
   
   B. PSU/KMEA Remarks—Dr. Harry Humphries
   
   C. Student Senate Remarks—Dylan McCollar
   
   D. Unclassified Senate Remarks—Dr. Cathy Lee Arquino
   
   E. University Support Staff Remarks—Barbara Circle
   
   F. Faculty Senate Report—Dr. Julie Dainty
      
      i. CPL guide and institution documents, http://www.kansasregents.org/resources/PDF/3036-
         KansasCPLGuideMay2.pdf
      
      ii. 1st Annual All University meeting January 29, 2:00 in the Bicknell Family
           Center for the Arts.

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

   A. Academic Affairs Committee—Chair: Susan Schreiner, Julie Samuels, Rebecca Butler
      
      1. Undergraduate Curriculum Subcommittee—Chair: Janice Jewett, Julie
         Samuels
      2. Library Services Subcommittee—Chair: Kristi Frisbee
      3. Information Systems Subcommittee—Initial Chair: Khamis Siam, Susan Schriener
      4. Continuing Studies Subcommittee—Chair: Robert Lindsey, Laura Covert,
         Carol Werhan
5. Departmental Academic Honors Subcommittee—Chair: Rion Huffman, Jamie McDaniel
6. Honors College Subcommittee—Initial Chair: Kristin Maceli
7. Writing Across the Curriculum Subcommittee—Initial Chair: Mandy Peak Bryan, Grant Moss, Anil Lal, Julie Samuels
8. Diversity and Multicultural Affairs Subcommittee—Chair: Carol Werhan, Ann Petersen, Anil Lal

B. Student Faculty Committee—Initial Chair: Josh Letner, Shannon Nicklaus, Doug Hague
C. All University Committee—Chair: Rebeca Book, Bob Kehle, Christel Benson
D. Faculty Affairs Committee—Chair: Susan Schreiner, Justin Honey, Hazel Coltharp
E. Constitution Committee—Chair: Ananda Jayawardhana, Darren Botello-Samson, Hazel Coltharp
F. General Education Committee—Chair: Mark Johnson,
G. Budget Committee—Initial Chair: Rebecca Butler, Anil Lal

All University Committees or Other Appointments

- Academic Honesty Committee—Chair: Julie Samuels

V. Unfinished Business:

A. Expedited Curriculum Legislation—No report this month.

VI. New Business

VII. Open Forum

VIII. Adjournment—Next Meeting, December 8, 2014, N117 KTC
Reference to Credit for Prior Learning as noted in the 2014-15 PSU Catalog

Academic Regulations Section

Credit by Examination

In General

Pittsburg State University grants credit by examination for three purposes: in order to enable a student to demonstrate that a body of knowledge or skill has been attained, to validate life experiences which parallel course work offered by the university, and to gain credit for work completed at an institution not accredited by a regional accrediting institution.

Students awarded credit by examination must be enrolled at Pittsburg State University.

Pittsburg State University accepts results of the College Entrance Examination Board Advanced Placement and College Level Examination Programs for credit by examination. Pittsburg State University is not a College Board Test Center, thus, students who participate in these programs have their test results forwarded to the university.

Department curriculum committees recommend the courses and the number of credit hours in which credit by examination is awarded. Departments with no curriculum committee will function as committees of the whole. Recommendations for credit by exam must be ratified by the department faculty and chairperson.

The results of all tests administered for the purpose of credit by examination will be recorded as pass, fail, or letter grade on the students transcript. Students taking Pittsburg State University departmental examinations may elect to accept or not to accept the grade assigned.

Courses receiving pass as a grade for credit by examination will not be used to determine students' GPA. Courses for which letter grades are awarded will be used to determine students' GPA.

The registrar will post credit by examination to the students' transcripts at the direction of the appropriate departmental faculty.

Advanced Placement Program of the College Board

Subject to department approval, students completing the Advanced Placement (AP) examination with scores of 5, 4 or 3 may receive appropriate university credit recorded as pass.

The results of AP examinations must be sent to Pittsburg State University directly from the College Board. There is no fee charged by Pittsburg State University for evaluating or posting the results of AP examinations.

College Level Examination Program (CLEP)

The general examination and subject examinations are accepted at Pittsburg State University to validate previous learning for academic credit provided the credit does not represent a duplication of college credit previously earned. Academic departments determine the norm group and the percentile at or above which credit will be awarded. Typically, credit is awarded for scores starting at the 50th percentile. There is no fee for evaluating or posting the results of the CLEP general examination.

A maximum of 6 semester hours credit can be earned in each of the following areas: social science-history, natural sciences, humanities and mathematics.
International Baccalaureate Credit

For information concerning international baccalaureate credit, refer to the following page http://www.pittstate.edu/office/registrar/advanced-standing.dot#InternationalBaccalaureateCredit.

Military Service

Pittsburg State University generally follows the recommendations of the Office of Educational Credits listed by the American Council of Education (ACE). Advanced standing credits, as noted on the student’s military transcript, will be given to veterans for formal service school courses on the basis of the ACE. No more than 30 credit hours will be applied toward graduation for credit earned by correspondence and/or extension.

Departmental Examinations

Departmental examinations are available for both placement and credit and are available by special arrangement through the individual academic department involved. No fee is charged for departmental examinations. The department will establish the maximum number of credit hours that may be earned by taking departmental examinations and set the standards for awarding and determining grades. These standards may vary from year to year.

The Department of English offers the Writing Skills Assessment examination for interested students. Students who score at least a 4 are eligible for credit for ENGL 101 English Composition. In addition, credit for ENGL 101 English Composition is offered to students under the age of 22, who score a 27 or higher on the ACT English subscore. For more information regarding the examination procedures in the English Department, please visit http://www.pittstate.edu/department/english/index.dot.

Retroactive credits are available through the Modern Languages and Literatures Department. Students must sign up for the Retro-Credits Program through the department during the first three weeks of the semester in which they take their first language course. That course determines their entry level and the maximum credits they can earn through retroactive-credits. Transfer students who took language courses at another university or college are not eligible. The maximum number of hours in which students receive retroactive-credits is 15. For more information, please visit http://www.pittstate.edu/department/languages/.

Taken from the Bachelor of Science in Vocational Technical Education

TTED-401: Vocational Work Experience (3–12 hours)
Work experience in a specific vocation accepted toward vocational teacher certification. May be repeated for a maximum of 12 hours. Offered as Pass-Fail only. Prerequisite: TTED 201 Vocational Work Experience (_____).

Credit for Work Experience

A maximum of twenty-four semester hours of work experience credit may be granted to qualified students working toward meeting requirements for the Bachelor of Science in Vocational-Technical Education degree. Applicants are expected to meet the minimum work experience time for industrial, technical, or health occupation teachers established by the Division of Community Colleges and Vocational Education as specified in the Kansas State Teacher Certification Standards. Two years of experience above the learning level are required. One year of the experience is to be full-time, continuous work.

Applicants who hold a license or certificate will not be required to take the written or skill sections of the examination, but will take the classification test and oral interview. University credit is granted by enrolling in the work experience courses TTED 201 and TTED 401 Vocational Work Experience for a total of twenty-four semester hours. The following
procedure should be followed by persons desiring to qualify for vocational, industrial or technical certification and to become eligible for university credit:

1. Make application for the Competency Examination with the Area Test Center Coordinator, Department of Technology and Workforce Learning, Pittsburg State University. Pittsburg, Kansas 66762.

2. Complete the examination form with documented record of work experience.

3. Schedule examinations and pay required fee.

4. Satisfactorily complete the following examinations with a grade of "C" or better.
   a. A written examination relating to information of the occupation.
   b. A performance examination in the skill area.

5. Persons who pass the examination may enroll in the courses TTED 201 and TTED 401 Vocational Work Experience. Persons who have completed a baccalaureate degree may not enroll for work experience credit.

Skill Competency Examinations are scheduled each year in April. Written competency tests are administered in April and, in some cases, on demand.
University Undergraduate Curriculum Committee Meeting
Meeting Minutes
Monday, November 10, 2014

Committee Members: Amy Hite (Recorder), Greg Murray (Fall 14)/Shannon Nicklaus (Spring 15), Kristen Maceli, Janice Jewett (Chair) and Julie Samuels (ex-officio)

Attendees
Janice Jewett, Julie Samuels, Greg Murray, Amy Hite, Kristen Maceli
Guests: Doug Younger, Chris Huit, Celia Patterson, Tim Bailey

Meeting called to order at 3:00 pm.
Meeting concluded at 3:40 pm.

Committee Actions
Each item was reviewed individually and a motion made then seconded. All items approved as presented with any noted suggestions/recommendations*. Each motion carried 5-0.

Request for New Course-
  GIT 270 Introduction to Packaging Technologies-3 hours.
  GIT 570 Flexible Packaging-3 hour
  GIT 571 Rigid Packaging-3 hours
  GIT 572 Paperboard Packaging-3 hours
  GIT 670 Packaging Materials and Processes-3 hours
*Rcommended all courses at 300 level or higher would be available to be taken for honors.
APPROVED

Request for a New Emphasis-
  Packaging Graphics, courses from COT (GIT 270, 341, 350, 570, 571, 572, 640 and 670) and course from Marketing Department. APPROVED

Request for Revision to Course-
  GIT 323 Web and Motion Graphics, to remove Prerequisite of GIT 221.
  GIT 421 Interactive Media Design, to change Prerequisite from GIT 221 Web Graphics Software to GIT 322 Web Site Design.
  GIT 690 Senior Project, to change from 2 credit hours to 3 credit hours. APPROVED

Request for Revision to Curriculum-
  Graphic Design-Change elective hour requirement to 11 due to GIT 690 increasing to 3 hours, Replace GIT 421 with GIT 323.
  Digital Media-Change in elective hours from 13-14 to 13 due to GIT 690 increasing to 3 hours.
  Graphics Management-Change in elective hours from 8-9 hours to 8 hours due to GIT 690 increasing to 3 hours.
  Print Media-Change the elective hours from 13-14 to 13 hours due to GIT 690 increasing to 3 hours.
  Web Interactive-Change in elective hours from 13-14 to 13 hours due to GIT 690 increasing to 3 hours. APPROVED
Request for Revision to Curriculum-
Minor in Earth and Space Sciences, courses are being deleted due to lack of qualified faculty. Deletion of PHYS 260, 264, and 560. APPROVED

Request for Revision to Course-
MLL 114 Chinese Language and Culture 1 from 5 credit hours to 3 credit hours.
MLL 118 Chinese Language and Culture 2 from 5 credit hours to 3 credit hours.
MLL 124 French Language and Culture 1 from 5 credit hours to 3 credit hours.
MLL 128 French Language and Culture 2 from 5 credit hours to 3 credit hours.
MLL 152 Spanish for the Professions from 2 credit hours to 3 credit hours.
MLL 154 Spanish Language and Culture 1 from 5 credit hours to 3 credit hours.
MLL 158 Spanish Language and Culture 2 from 5 credit hours to 3 credit hours.
MLL 160 Introduction to Foreign Languages from 1-5 credit hours to 1-3 credit hours.
MLL 184 Russian Language and Culture 1 from 5 credit hours to 3 credit hours.
MLL 188 Russian Language and Culture 2 from 5 credit hours to 3 credit hours.
MLL 194 Korean Language and Culture 1 from 5 credit hours to 3 credit hours.
MLL 198 Korean Language and Culture 2 from 5 credit hours to 3 credit hours.
MLL 254 Spanish Grammar and Composition 1, change prerequisite to MLL 251, eliminate concurrent enrollment.
MLL 328 Readings in French Literature and Civilization I, eliminate concurrent enrollment, change prerequisite to MLL 225.
MLL 351 Spanish Grammar and Composition II, eliminate concurrent enrollment and change prerequisite to MLL 254.
MLL 358 Readings in Hispanic Literature and Civilization I, eliminate concurrent enrollment, and change prerequisite to MLL 251.
MLL 420 Readings in French Literature and Civilization II, eliminate concurrent enrollment, and change prerequisite to MLL 328.
MLL 425 Directed Studies in French, change prerequisite to MLL 225 or MLL 328
MLL 427 French Culture and Civilization, change perquisite to MLL 328.
MLL 450 Readings in Hispanic Literature and Civilization II, eliminate concurrent enrollment, and change prerequisite to MLL 358.
MLL 451 Advanced Spanish Conversation, eliminate concurrent enrollment, change from 2 credit hours to 3 credit hours and prerequisites to MLL 254 and MLL 358.
MLL 457 Hispanic Culture and Civilization, change prerequisite to MLL 254 and MLL 358.
MLL 525 French Phonetics and Oral Practice from 2 credit hours to 3, eliminate concurrent enrollment and prerequisite to MLL 328.
MLL 526 Business French, change prerequisite to MLL 225 or MLL 328.
MLL 527 Translation of French, change prerequisite to MLL 225 or MLL 328.
MLL 550 Hispanic Film, change prerequisite to MLL 254 and MLL 358.
MLL 551 Hispanic Art, change name to Hispanic Visual Culture, change prerequisite to MLL 254 and MLL 358.
MLL 555 Spanish Phonetics and Oral Practice from 2 credit hours to 3 credit hours, eliminate concurrent enrollment, and prerequisites to MLL 254 and 358
MLL 556 Spanish for International Business, change prerequisites to MLL 254 and MLL 358.
MLL 557 Translation of Spanish, change prerequisites to MLL 254 and MLL 358.
MLL 625 Topics in French, change prerequisites to permission of instructor.

APPROVED

*Note: Five credit hour entry classes being decreased to 3 hours will affect Gen Ed requirements.

Request for New Course-
MLL 221 French Language and Culture III, to help students gain a higher level of language proficiency.
MLL 225 French Grammar and Conversation I, to combine aspects of MLL 222 and MLL 224.
MLL 251 Spanish Language and Culture III, to help students gain a higher level of language proficiency.
MLL 253 Spanish Conversation, to help students gain a higher level of oral proficiency.
MLL 325 French Grammar and Conversation II, to combine aspects of MLL 222 and MLL 224.
MLL 329 French Grammar and Composition, to increase student’s written proficiency in French.
MLL 456 Topics in Spanish, to increase student understanding of a specific area of Spanish culture. APPROVED

Request for Deletion of Courses-
MLL 142 Portuguese for Travelers
MLL 150 Spanish for Travelers
MLL 222 French Conversation I
MLL 224 French Grammar and Composition I
MLL 252 Spanish Conversation I
MLL 321 French Grammar and Composition II
MLL 326 French Conversation II
MLL 356 Spanish Conversation II
MLL 421 Advanced French Conversation
MLL 428 Survey of French Literature I
MLL 429 Survey of French Literature II
MLL 430 Survey of Francophone Literature
MLL 452 Survey of Spanish American Literature I
MLL 453 Survey of Spanish American Literature II
MLL 454 Survey of Spanish Literature I
MLL 455 Survey of Spanish Literature II
MLL 458 Spanish American Drama
MLL 459 Spanish American Short Fiction
MLL 651 Spanish American Poetry APPROVED

Request for a New Major-
Bachelor of Arts in Modern Language, to replace the deleted BA in French and BA in Spanish, as well as BSE in French and BSE in Spanish. It will have two options Language and Culture or Teacher Certification. APPROVED

Request for Deletion of Curriculum-
Bachelor of Science in Education with a Major in French
Bachelor of Science in Education with a Major in Spanish APPROVED
Request for Revision to Curriculum-
Minor in Spanish-MLL 154, 158 and 251 have been added; MLL 252 and 356 have been combined into MLL 253; MLL 358 and 450 have been made part of the Approved Electives. To correspond to changes in the major program.
Minor in French-MLL 124, 128 and 221 have been added; MLL 222 and 224 have been combined into MLL 225; MLL 321 and 326 have been deleted; MLL 421 has been made part of the Approved Electives. To correspond to changes in the major program. APPROVED

Request for Revision to Course-
GEOG 600 change credit hours from 1-4 to 3, name change to Service Learning in Community Development Lab.
GEOG 602 change credit hours from 1-4 to 3, name change to Service Learning in Sustainability Lab.
GEOG 603 change credit hours from 1-4 to 3, name change to Service Learning in GIS Lab.
POLS 524 change prerequisite to include POLS 103.
POLS 525 change prerequisite to include POLS 103 and name change to Middle Eastern Politics.
POLS 526 change prerequisite to include POLS 103.
POLS 527 change prerequisite to include POLS 103 and change course number from POLS 640. APPROVED

Request for New Course-
POLS 103 Comparative Political Institutions, to allow the POLS program to continue to provide general education credits to students while taking a better advantage of the diverse academic backgrounds and specializations within the political science discipline. APPROVED

Request for Revision to Course-
ART 205 change name and course description to Introduction to Visual Storytelling.
ART 236 change name and course description to Perspective Drawing.
ART 433 change name and course description to Structural Anatomy and Figure Drawing.
ART 434 change name and course description to Advanced Figure Drawing.
APPROVED

The following courses will proceed to Faculty Senate, being passed contingent upon General Education Committee Approval. MLL 114, 124, 154, 184, 194 and POLS 103.

All approved items scheduled to be on the November 24th agenda of Faculty Senate.

Next Committee Meeting
Next University Undergraduate Curriculum Meeting – Thursday December 4, 2014– 3pm HHPR Department Conference Room, Student Recreation Center
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Art       College: Arts & Sciences
Contact Person: Emmalyn Gennis

Revision Effective: Spring 2015 (Semester/Year)
Offered: (check all that apply)
☒ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☒ Yes ☐ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
Commericial Art I is a required course for students with a Graphic Design Emphasis within the Department of Graphics and Imaging Technologies.

Purpose/Justification for Revision to Course: "Commercial Art" is a vague term that holds little meaning. We are renaming this course “Introduction to Visual Storytelling” to provide more clarity as to the material that will be covered.
The Commercial Art major has always focused on illustration and narrative art forms such as comics and concept design, therefore the name “Visual Storytelling” much more clearly indicates the nature of both the course and the major as a whole.

Existing Course:
Course Number: 205

Title of Course: Commercial Art I

Credit Hours: 3

Prerequisite: ART 100 Art Foundations I: 2D Visual Thinking, and ART 236 Drawing II or concurrent enrollment.

Course Description (as it appears in the current catalog): Introduction to layout and design exploring illustration as a means of communicating ideas. Emphasis on the variety of stages required to produce artwork viable for the professional marketplace. Various traditional and nontraditional materials and techniques.

Proposed Course:
Course Number: 205

Title of Course: Introduction to Visual Storytelling

Credit Hours: 3

Prerequisite: ART 100 Art Foundations I: 2D Visual Thinking, and ART 236 Perspective Drawing or concurrent enrollment.

Request for Revision to Course- Revised Summer 2013
Course Description (as it will appear in the next catalog): This course will serve as an exploration of narrative illustration as a means of communicating ideas and stories. Students will develop drafting skills as they learn to create characters and integrate them into environments, implementing narrative techniques in composition and overall design. Emphasis will be placed on the process required to produce artwork viable for the professional market place, from initial concept to the finished product.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes  ☒ No

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

Request for Revision to Course- Revised Summer 2013
Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Art  College: Arts and Sciences
Contact Person: James Oliver  Faculty member  Chair
Revision Effective: Sp15 (Semester/Year)

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

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
- Yes  No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is included in the College of Technology: Graphic Imaging Technology, Graphic Design Curriculum support courses.

Purpose/Justification for Revision to Course: Changing the name of the course will allow for more specificity as to the content of the course.

Existing Course:
Course Number: Art 236
Title of Course: Drawing II
Credit Hours: 3.0
Prerequisite: Art 233 Drawing I

Course Description (as it appears in the current catalog): Continued study of process, media, and technique toward drawing skill and expression. Spatial illusion and perspective systems will be stressed. Prerequisite: ART 233 Drawing I.

Proposed Course:
Course Number: Art 236
Title of Course: Perspective Drawing
Credit Hours: 3.0
Prerequisite: Art 233 Drawing I

Course Description (as it will appear in the next catalog): Study of linear perspective systems and spatial illusion through drawing. Emphasis placed on providing a working knowledge of theory and application of linear perspective conventions as an essential part of the drawing process. Prerequisite: ART 233 Drawing I.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  □ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes  □ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 11/21/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 11/21/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 11/21/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Art  College: Arts and Sciences

Submission Date: 9/25/14

Contact Person: James Oliver  ☑ Faculty member  ☐ Chair

Revision Effective: Sp15 (Semester/Year)

Offered: (check all that apply)
☑ Fall
☑ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☑ Yes  ☐ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is included in the College of Technology: Graphic Imaging Technology, Graphic Design Curriculum support courses as an elective choice

Purpose/Justification for Revision to Course: Changing the name of the course will allow for more specificity as to the content of the course.

Existing Course:
Course Number: Art 433

Title of Course: Life Drawing

Credit Hours: 3.0

Prerequisite: None

Course Description (as it appears in the current catalog): Studio experiences in life drawing processes and techniques. Gesture, proportion, foreshortening, diagramming, and anatomy. Spring only. May be repeated for a maximum of six hours.

Proposed Course:
Course Number: Art 433

Title of Course: Structural Anatomy & Figure Drawing

Credit Hours: 3.0

Prerequisite: None
Course Description (as it will appear in the next catalog): Analysis of the human figure with an emphasis on structural anatomy through drawing; study of the skeleton and muscle groups as they affect volume and outward appearance. Drawing from model, skeleton, anatomical casts and memory.
Additional Questions

1. Is this course to be considered for General Education? □ Yes ☒ No

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

   Please realize that it will need to gain approval of the General Education Committee.

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

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

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 3/18/14 Signature, Department Chairperson 

☑ Approved: College Curriculum Committee
   Date 3/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 3/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 4-12-14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

Department: Art  College: Arts and Sciences  Submission Date: 9/25/14

Contact Person: James Oliver  ☑ Faculty member  ☐ Chair

Revision Effective: Sp15 (Semester/Year)

Offered: (check all that apply)
☑ Fall
☑ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☑ Yes  ☐ No

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

This course is included in the College of Technology: Graphic Imaging Technology, Graphic Design Curriculum support courses as an elective choice.

Purpose/Justification for Revision to Course: Changing the name of the course will allow for more specificity as to the content of the course.

Existing Course:
Course Number: Art 434

Title of Course: Life Drawing II

Credit Hours: 3.0

Prerequisite: Art 433 Life Drawing

Course Description (as it appears in the current catalog): Continuation of material covered in ART 433 Life Drawing. Prerequisite: ART 433 Life Drawing.

Proposed Course:
Course Number: Art 434

Title of Course: Advanced Figure Drawing

Credit Hours: 3.0

Prerequisite: Art 433- Structural Anatomy and Figure Drawing

Course Description (as it will appear in the next catalog): Integration of the figure into composition through principles of drawing as a visual language. Class will involve an in-depth study of the human figure. Students will make a series of drawings and sketches in a variety of mediums, including graphite, charcoal, etc. Students will study from a live model.

Request for Revision to Course- Revised Summer 2013
and will use the human figure as a vehicle to better understand the fundamentals of organic form, proportion, and balance within completed compositions.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date ____________________ Signature, Department Chairperson ____________________

☑ Approved: College Curriculum Committee
Date ____________________ Signature, College Curriculum Committee Chair ____________________

☑ Approved: Dean of College
Date ____________________ Signature, Dean ____________________

☐ Approved: General Education Committee (if applicable)
Date ____________________ Signature, General Education Committee Chair ____________________

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date ____________________ Signature, Undergraduate Curriculum Committee Chair ____________________

☐ Approved: Faculty Senate
Date ____________________ Signature, Recording Secretary, Faculty Senate ____________________

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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

Request for Revision to Course: Revised Summer 2013
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: HPSS College: Arts and Sciences Submission Date: 9/24/14

Contact Person: Dr. Catherine Hooey

Revision Effective: 01/01/15 (Semester/Year)

Offered: (check all that apply)
☒ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☑ Yes ☒ No

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

Purpose/Justification for Revision to Course:
Course title and description are being changed to better reflect the activities of the course.

Existing Course:
Course Number: GEOG 600

Title of Course: Internship in Geography
Credit Hours: 1-4
Prerequisite: Geography major in senior year or permission of instructor

Course Description (as it appears in the current catalog): Supervised work experience in local/regional agencies, and/or public administrative service agencies. A minimum of 20 contact hours are required for each credit hour. May be repeated up to a maximum of four credit hours. Prerequisite: Geography major in senior year or permission of instructor.

Proposed Course:
Course Number: GEOG 600

Title of Course: Service Learning in Community Development Lab
Credit Hours: 3
Prerequisite: Permission of instructor
Course Description (as it will appear in the next catalog): Supervised work experience related to community development. A minimum of 20 contact hours are required for each credit hour. May be repeated up to a maximum of six hours. Prerequisite: Permission of instructor.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 12/14/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 3/16/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 10/11/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Department: HPSS        College: Arts and Sciences
Contact Person: Dr. Catherine Hooey
Revision Effective: 01/01/15 (Semester/Year)
Offered: (check all that apply)
☑ Fall
☑ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

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

Purpose/Justification for Revision to Course: Course title and description are being changed to better reflect the activities of the course.

Existing Course:
Course Number: GEOG 602
Title of Course: Internship in Environmental Geography
Credit Hours: 1-4
Prerequisite: Geography major in senior year or permission of instructor

Course Description (as it appears in the current catalog): Supervised work experience related to Geographic Information Systems (GIS) and environmental geography in local/regional agencies, and/or public administrative service agencies. May be repeated up to a maximum of 6 credit hours.

Proposed Course:
Course Number: GEOG 602
Title of Course: Service Learning in Sustainability Lab
Credit Hours: 3
Prerequisite: Permission of instructor

Course Description (as it will appear in the next catalog): Supervised work experience related to sustainability. A minimum of 20 contact hours are required for each credit hour. May be repeated up to a maximum of six hours. Prerequisite: Permission of instructor.
Additional Questions

1. Is this course to be considered for General Education?  [ ] Yes  [x] No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors?  [x] Yes  [ ] No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
   None.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF-SHEET

☑ Approved: Department Chairperson
   Date: 12/4/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date: 12/4/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date: 12/4/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date: ______  Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date: 12/2/14  Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date: ______  Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Pittsburg State University
Undergraduate Course Numbers through Course Number 699)

Department: HPSS    College: Arts and Sciences    Submission Date: 9/24/14

Contact Person: Dr. Catherine Hooey    Faculty member    Chair

Revision Effective: 01/01/15 (Semester/Year)

Offered: (check all that apply)
☑ Fall    ☑ Spring    ☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes    ☑ No

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

Purpose/Justification for Revision to Course: Course title and description are being changed to better reflect the activities of the course.

Existing Course:
Course Number: GEOG 603

Title of Course: Internship in GIS and Urban Geography

Credit Hours: 1-4

Prerequisite: Geography major in senior year or permission of instructor

Course Description (as it appears in the current catalog): Supervised work experience related to Geographic Information Systems (GIS) and urban geography in local/regional agencies, and/or public administrative service agencies. May be repeated up to a maximum of 6 credit hours.

Proposed Course:
Course Number: GEOG 603

Title of Course: Service Learning in GIS Lab

Credit Hours: 3

Prerequisite: Permission of instructor

Course Description (as it will appear in the next catalog): Supervised work experience related to GIS applications. A minimum of 20 contact hours are required for each credit hour. May be repeated up to a maximum of six hours.

Prerequisite: Permission of instructor.
Additional Questions

1. Is this course to be considered for General Education? ☑ Yes ☒ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☑ Yes ☒ No

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

None.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 11/17/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 11/14/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 11/14/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date  ____________________  Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/12/14  Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date  ____________________  Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for New Course
(Undergraduate Course Numbers through Course Number 699)

Department: HPASS            College: Arts & Sciences

Submission Date: 8/27/14

Contact Person: Darren Botello-Samson

☒ Faculty member ☐ Chair

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The course does not involve any other program at PSU. The content of the course is within the academic domain of political science and international studies.

Proposed Course:
Course Number: POLS 103

Title of Course: Comparative Political Institutions

Credit Hours: 3

Date first offered: Fall/2015 ☒ Fall ☒ Spring ☐ Summer (check all that apply)

Prerequisite: None

Course Description (as it will appear in the next catalog): see attached

Purpose/Justification for Proposed Course: This course will allow the POLS program to continue to provide general education credits to students while taking better advantage of the diverse academic backgrounds and specializations within the political science discipline.

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

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

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

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

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

Please give the rationale for additional student fees: N/A

3. Is this course to be considered for General Education? ☒ Yes ☐ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

Goal #3: Students should be able to function responsibly in the world in which they live.

OBJECTIVES:

Part II: Political Studies

1. Demonstrate an understanding of the basic governmental institutions of the United States.
2. Demonstrate an understanding of the principles underlying democracy.
3. Demonstrate an awareness of the impact of public policy on people’s lives.
4. Demonstrate an understanding of the global context in which the political system of the United States operates.

General Education Assessment will be conducted according to the techniques in the existing assessment plan for POLS 101: US Politics. (See attached) However, an alternative question bank and tests of different compositions will be used to more accurately reflect the difference in the focus of the course.

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. Will this course be submitted for Departmental Academic Honors? ☐ Yes ☒ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF-SHEET

☑ Approved: Department Chairperson
   Date 11/24/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 11/24/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 11/24/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original filename.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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To: Dr. Darren Botello-Samson  
From: Dr. Lauren Balasco  
Date: August 27, 2014  
Re: Comparative Political Institutions

Course Title: POLS 103: Comparative Political Institutions

Course Description – Catalog

Introduction to the study of political institutions from a comparative perspective. Focus on presidencies, parliaments, courts, party systems, electoral systems, civil societies, and bureaucracies.

Course Description - Syllabus
This course is an introduction to the study of political institutions from a comparative perspective. Comparative politics is the study of different political units, actors, movements, institutions, and systems. It concerns the domestic politics, broadly understood, of different countries around the world. One of the main conceptual issues in comparative politics is the study of political institutions. How do they come about? What goes into their design? What is their impact on the behavior of political actors? Are political institutions a tool of powerful actors or do they constrain these actors? The goal of this course is to familiarize students with the concepts, ideas, and analytical tools that are essential to understand the structures and processes of political institutions. Students will be introduced to a variety of political institutions including presidencies, parliaments, courts, party systems, electoral systems, civil societies, bureaucracies, etc. The first part of the course will be focused on developing a basic analytical vocabulary that is used to study political institutions in a comparative perspective. The second half of the course will be used to address the processes associated with political transitions, social conflicts, and economic development across different regions in the world. By the end of the course, students should be able to identify and analyze the current debates regarding the creation and design of new political orders and how they affect political behavior.

Objectives/Student Learning Outcomes

- To describe the tenets of major methodological and theoretical approaches to the study of comparative politics.
- To explain concepts such as democracy, authoritarianism, development, and the comparative method.
- To apply the comparative method to country case studies and to evaluate various designs of political institutions within each of those cases.
- To identify the challenges facing countries in Africa, Europe, and Latin America and assess competing explanations for why these countries exhibit such divergent and economic trajectories.
- To foster a better understanding of U.S. political institutions by comparing them with other institutional arrangements.

Assessment Strategies
Students will be assessed on their retention of knowledge and analytical skills in the following manner:

- Four in-class exams to assess how well students have mastered the reading material, lectures, and class discussions through a combination of short-answer essays, multiple choice, and concept-formation questions.
- Regular pop quizzes to improve their adaptive recall of previous class lectures and discussions.
- Several film-reaction assignments to determine students’ ability to connect ideas, theories, and concepts to events happening in the world today.
Pittsburg State University  
General Education Report  
2013-2014

Date: 20 August 2014

Department: History, Philosophy, and Social Sciences

Program: Political Science

Course(s): Political Science 101: U.S. Politics

Mission: As an integral part of the university’s general education program, U.S. Politics (POLS 101) asks students to demonstrate comprehension of American political institutions, political processes, and public policy sufficient to be effective citizens and consumers of political information.

PSU’s General Education Objectives (Appendix I)

*General Education Goal 3: Students should be able to function responsibly in the world in which they live.*

*U.S. Politics (POLS 101)*

**Goal 1:** Students will demonstrate an understanding of the structures, processes, and values that explain the operation of the American political system. (POLS 101 emphasizes the importance of student knowledge (content) and comprehension/analysis of relevant information. Assessment of knowledge demands that students be able to define, describe, classify, and distinguish among various political values, policies, and institutions that affect American politics. This knowledge will make student more politically efficacious and effective consumers of political information, consistent with General Education Goal 3. Specifically, the university’s general education objectives require that POLS 101 have the following learning objectives:

**Political Studies**

- Objective 1: Demonstrate an understanding of the basic governmental institutions of the United States.
- Objective 2: Demonstrate an understanding of the principles underlying democracy.
- Objective 3: Demonstrate an awareness of public policy of people’s lives.
- Objective 4: Demonstrate and understanding of the global context in which the political system of the United States operates.

*General Education Goal 2: Students Should be Able to Think Critically*

**Goal 2:** Students will demonstrate critical thinking skills in POLS 101.

(POLS 101 asks students to distinguish among/between, categorize, and explain, and describe relate political information and concepts to real world issues making them more effective citizens and consumers of political information. To measure critical thinking on the political objectives noted above, requires that political science develop means to measure higher level thinking skills to meet the general education objective below.)

- Objective 2.1: Apply generalizations, principles, theories, rules taught in POLS 101 to the real world.
General Education Goal 1: Students should be able to communicate effectively.

Goal 3: Students will demonstrate effective writing skills. (Only for POLS 101 Writing to Learn Classes). (POLS 101WL allows for the assessment of student writing competencies based on the university’s WL writing assessment rubric (Appendix 2). Faculty will employ the WL rubric to discern student writing outcomes using information and ideas from POLS 101.)

Objective 3.1: Apply the principles of effective writing related to material presented in POLS 101.

Assessment Techniques

(Note: There is no national standardized exam measuring student competencies in U.S. Politics. The responsibility to develop mechanisms that effectively delineate student learning outcomes rests with the political science faculty. The assessment device chosen by the faculty directly measures individual student learning outcomes on the various course objectives.)

Recognizing that POLS 101 involves both regular and writing to learn classes and faculty promote student learning outcomes differently requires flexibility in designing any assessment process. Assessment must be effective in large Scantron graded classes (up-to 99 students), as well as writing to learn classes that are smaller (around 25 students) and where student writing assignments allow for different assessment modalities. Data reports (Appendix 3) will reflect student performance relative to the learning objectives and overall success in meeting the general education goals, allowing for data-based curricular change.

POLS faculty will employ faculty developed assessment exams that allow for direct measurement of student learning outcomes of Goal 1 using agreed-upon elements that encompasses the dimensions necessary to a successful POLS 101 class (Appendix 4). Questions used in these exams will come from a question bank developed and maintained by POLS faculty. Each exam will contain 50 questions randomly selected from the question bank and distributed among the various assessment objectives in the following proportion:

- Objective 1 – Governmental Institutions: 20 Questions
- Objective 2 – Principles of Democracy: 10 Questions
- Objective 3 – Effects of Public Policy: 10 Questions
- Objective 4 – Context of Politics: 10 Questions

Examinations will be conducted using a pretest-posttest design, with each test consisting of a different random selection of questions from the same question bank. The pretest will be administered in each class prior to the introduction of substantive material; the posttest will be administered upon the conclusion of the course. The performance standard is a substantial and significant increase in correct answers, with significance determined through a paired-t test. Changes in test performance on questions associated with the four assessment objectives will also be recorded and used to identify areas in which instruction is less or more effective.

The pretest-posttest design used for Goal 1 assessment will also be used for Goal 2 assessment. Utilizing the same question bank approach described above, POLS faculty will develop questions that evaluate students’ critical thinking abilities. A random selection of these questions will be included in the pretest and posttest.

Goal 3 is measured by the university’s writing to learn rubric that allows faculty to determine whether students can “apply the principles of effective writing.” The Writing Rubric allows for faculty discern when student writing has: 1) exceeded expectations (EE), 2) met expectations (ME), 3) falls below expectations (FE), or 4) is not acceptable or no credit (NC). The faculty expect that at least 70% of the students will perform at the EE or ME levels on the Writing Rubric.

(The results of this measure especially must be treated carefully because writing competency is a function of student learning in a number of classes, including ENGL 101. Also, POLS 101 is a WL class not a learning to write class, with its primary purpose being teaching the requisite political science material through writing and other assignments. Student
writing benefits from the writing practice provided in the class and the use of a standardized approach to assessing student learning (Writing to Learn Rubric); however, the focus remains on using writing to meet the requisite general education learning objectives for POLS 101.

**Assessment Results by Technique**

Due to ongoing changes in the POLS faculty membership, implementation of general education assessment is occurring gradually. An initial question bank of Goal 1 questions was developed in Fall 2013 and Goal 1 assessment through the pretest-posttest design was implemented in one section in Spring 2014. Goal 1 assessment will occur in all POLS 101 sections starting in Fall 2014. It is anticipated that Goal 2 question bank development will begin in Spring 2015. Goal 3 assessment may also begin at that time. However, there are currently only 3 full-time POLS faculty and POLS 101 is a general education course with no current substitutes. This means that student demand may make the providing of WL sections of POLS 101, which are smaller courses, impossible.

**Goal 1 Assessment**

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<th>Semester</th>
<th>N</th>
<th>Average Score</th>
<th>Difference</th>
<th>t</th>
<th>Sig. (2-tailed)</th>
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<tr>
<td></td>
<td></td>
<td>Pretest</td>
<td>Posttest</td>
<td></td>
<td></td>
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**Goal 1 Assessment – Objectives 1-2**

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<th>Semester</th>
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**Goal 1 Assessment – Objectives 3-4**

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<td>61.5</td>
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</table>

**Curricular Changes due to Assessment**

No current changes are recommended to the teaching of POLS 101.

- Current assessment data is limited to one year and a single section.
- Results from that limited data are positive with a substantial and significant improvement in student performance, with improvements relatively equally distributed among objective areas.
List of Appendices

Appendix 1  General Education Policy  
Appendix 2  Writing to Learn Rubric (University)  
Appendix 3  Faculty Data Reporting Form  
Appendix 4  List of Required Areas/Subjects Covered in U.S. Politics (POLS 101)  
Appendix 5  Procedure for Assessing General Education Goals
General Education Policy

Philosophy

General Education is the study of humans in their global setting. The general education curriculum, therefore, acts as the heart of a university education by developing the capacities that typify the educated person and providing a basis for life-long learning and intellectual, ethical, and aesthetic fulfillment. General education examines the world around us and fosters an understanding of our interactions with the world and our place in the universe. General education celebrates the creative capacities of humankind and helps to preserve and transmit to future generations the values, knowledge, wisdom, and sense of history that are our common heritage.

Goals of General Education

General Education plays a pivotal role at Pittsburg State University. As a key component of undergraduate education, it furthers the University’s mission of “providing programs and services that create opportunities for students to develop intellectually, ethically, aesthetically, emotionally, socially and physically.”

The overall purpose of the General Education program is to provide an environment in which students can acquire the basic knowledge and skills common to educated people in our global society. To do this, the program provides instruction in certain basic disciplines ranging from the arts to science and technology. But it does more. It stimulates critical thinking and encourages decision-making free from prejudice or insularity. It develops the ability to communicate effectively via a variety of means. The program promotes ethical and aesthetic growth. It cultivates an appreciation of different cultures and the rights of others. In short, the foundation provided by General Education helps Pittsburg State University graduates lead satisfying lives and function responsibly in a complex and ever-changing world. And above all, the program provides a basis for future growth.

The General Education program accomplishes its task through a set of courses that meets the following goals and objectives.

Goal #1: Students should be able to communicate effectively.

OBJECTIVES:

1. Apply the principles of effective oral communication either in-group or individual presentations.

2. Apply the principles of effective writing and other forms of communication.

3. Demonstrate the ability to formulate and solve problems using the tools of mathematics.

Goal #2: Students should be able to think critically.

OBJECTIVES:

1. Demonstrate the ability to distinguish between relevant and irrelevant information in problem solving.

2. Articulate a problem and develop a logical and reasonable response to it using appropriate sources.

3. Apply generalizations, principles, theories, or rules to the real world.

4. Demonstrate the ability to analyze and synthesize information.

Goal #3: Students should be able to function responsibly in the world in which they live.

OBJECTIVES:
Part I: Sciences

1. Demonstrate an understanding of the basic principles, facts, and theories of the biological and physical sciences.

2. Demonstrate an understanding of the basic methods of inquiry, analysis and description in the biological and physical sciences.

3. Demonstrate and understanding of how the natural sciences contribute to the general welfare of civilization.

Part II: Social Studies

1. Demonstrate an understanding of contemporary social issues.

2. Evaluate the impact of scientific, technological, economic, and intellectual change on social and political institutions.

3. Demonstrate an understanding of cultural diversity within the United States and in the world at large.

Part III: Political Studies

1. Demonstrate an understanding of the basic governmental institutions of the United States.

2. Demonstrate an understanding of the principles underlying democracy.

3. Demonstrate an awareness of the impact of public policy on people’s lives.

4. Demonstrate an understanding of the global context in which the political system of the United States operates.

Part IV: Producing and Consuming

1. Demonstrate an understanding of fundamental philosophies, principles, and theories that govern the world of producing and consuming.

2. Demonstrate an understanding of how the world of producing and consuming impacts the individual, society, institutional structures, the economy, and the world.

3. Demonstrate an understanding of how the practices and outcomes of producing and consuming apply to our daily decision-making and to the solution of societal problems.

Part V: Aesthetic Studies

1. Demonstrate an understanding of the creative process, both practical and theoretical, and its relationship to an audience or viewers.

2. Demonstrate the ability to make informed critical responses when exposed to artistic endeavors.

3. Understand the relationship between the arts and society in a multicultural environment.

Part VI: Cultural Studies

1. Demonstrate the ability to recognize the value of diverse cultural, national, and ethnic backgrounds.

2. Demonstrate an awareness of the rights of individuals and groups from diverse cultural, national, and ethnic backgrounds.

3. Demonstrate an understanding of the relationships of gender, race, and class within and across cultures.
Part VII: Health and Well-being

1. Demonstrate an understanding of the relationships between lifestyle and functional health.

2. Demonstrate the ability to incorporate concepts of the human body, mind, and emotions that lead to a well-adjusted individual.

Part VIII: Human Heritage

1. Demonstrate an appreciation for the range and diversity of humankind’s wisdom, values, ideas, beliefs, and reasoning.

2. Demonstrate an understanding of human behavior, the human condition, and human institutions in the context of historical, literary, or philosophical inquiry.

3. Demonstrate recognition of the inter-relatedness of the past, present, and future.
# Appendix 2
## Writing to Learn Rubric

http://www.pittstate.edu/office/writing_center/for_faculty/psu_rubric.dot

<table>
<thead>
<tr>
<th>Focus</th>
<th>Exceeds Expectations</th>
<th>Meets Expectations</th>
<th>Falls Below Expectations</th>
<th>No Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The main purpose is clear. All parts are clearly related to the main purpose. Thesis, topic sentences, and forecasting statements are used effectively.</td>
<td>The paper is controlled by one main purpose (main idea). The purpose/main idea is appropriate to assignment.</td>
<td>The paper is not successfully controlled by one main purpose, or the main purpose suggested by the content is at odds with the paper's stated or assigned purpose. Significant portions of content do not fit the assignment.</td>
<td>The paper has no clear main purpose or does something other than assigned task.</td>
</tr>
<tr>
<td>Evidence and reasoning are entirely appropriate to the audience and purpose and are richly developed.</td>
<td>Evidence and reasoning are adequate to support claims. The assignment is complete.</td>
<td>Support for claims is inadequate or superficial, or significant portions of content are inaccurate in information or reasoning.</td>
<td>The assignment is incomplete or the paper shows little or no attempt to support claims.</td>
<td></td>
</tr>
<tr>
<td>Organization</td>
<td>The sequence of ideas supports development of the main idea; transitions and other features are used to reinforce organization.</td>
<td>Ideas are grouped into paragraphs, and paragraph breaks are used to indicate shifts in focus. The sequence of ideas is clear but not necessarily ideal.</td>
<td>The sequence of ideas is often confusing or apparently random, or paragraphing is inadequate.</td>
<td>The sequence of ideas shows no clear pattern.</td>
</tr>
<tr>
<td>Use of Sources</td>
<td>Attribution phrases, if appropriate, are used effectively; source material is effectively integrated into and synthesized in the writer's own writing.</td>
<td>Source material appropriately supports the writer's claims or ideas. Source citations are used correctly although occasional errors may occur.</td>
<td>Source material frequently substitutes for the writer's own development of ideas; some source material is misrepresented; or source citations include frequent or serious errors.</td>
<td>Source material is missing; source material is frequently misrepresented; or paper consistently fails to acknowledge and cite sources.</td>
</tr>
<tr>
<td>Style</td>
<td>Sentences are clear, effective, and coherent; vocabulary is broad. Tone, word choice, and syntax are appropriate for the paper's audience and purpose.</td>
<td>Word choice, sentence structure, and tone are generally successful at communicating the writer's intentions and are appropriate for college-level writing.</td>
<td>The document is understandable but is marred by confusing, ineffective, or inappropriate sentences; or word choice, sentence structure, or tone are inappropriate for college-level writing.</td>
<td>Noticeable portions of the document fail to convey their point due to dysfunctions at the sentence level.</td>
</tr>
<tr>
<td>Editing</td>
<td>The paper is nearly free of errors of spelling, grammar, punctuation, and word choice.</td>
<td>Errors of spelling, grammar, punctuation, or word choice may be present but are not intrusive.</td>
<td>Errors of spelling, grammar, punctuation, or word choice are frequent, noticeable, and/or intrusive.</td>
<td>The writing shows seriously deficient control of sentence mechanics and/or the conventions of written English.</td>
</tr>
</tbody>
</table>

Pittsburg State University Abbreviated Writing Rubric rev. June 2012
Appendix 3
POLS 101 Data Reporting Form

Fall/Spring _____ (Year)  
Name ________________________________

Section 101.____  Number of Students _____  WL: ____ Yes ____ No

Goal 1: Students will demonstrate an understanding of the structures, processes, and values that explain the operation of the American political system.

- Objective 1: Demonstrate an understanding of the basic governmental institutions of the U.S.
  - Questions 1-20
- Objective 2: Demonstrate an understanding of the principles underlying democracy.
  - Questions 21-30
- Objective 3: Demonstrate an awareness of the effect of public policy on people’s lives
  - Questions 31-40
- Objective 4: Demonstrate an understanding of the global context in which the political system of the United States operates
  - Questions 41-50

Class Averages for POLS 101 (U.S. Politics) Course Objectives

<table>
<thead>
<tr>
<th></th>
<th>Overall</th>
<th>Objective 1</th>
<th>Objective 2</th>
<th>Objective 3</th>
<th>Objective 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pretest</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Posttest</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additionally, please submit an Excel spreadsheet that pairs each individual student’s overall pretest and posttest scores.

Goal 2: Students will develop critical thinking skills.

Objective 2.1: Apply generalizations, principles, theories, rules to the real world from the information taught in POLS 101.

Pretest Average: _______  Posttest Average: _______

Goal 3: Students will demonstrate effective writing skills. (Only for POLS 101 - Writing to Learn Classes) [GE Goal 1]

Number of Students in Each of the Following Writing Competency Ratings (WL Writing Rubric)

- Exceeds Expectations
- Meets Expectations
- Fall Below Expectations
- No Credit
Appendix 4

U.S. Politics (POL 101) Course Common Elements by GE Objective

Objective 1: Demonstrate an understanding of the basic governmental institutions of the United States.
Elements: Constitution
          Federalism
          Congress
          Presidency
          Courts
          Bureaucracy

Objective 2: Demonstrate an understanding of the principles underlying democracy.
Elements: Political Culture and Values
          Political Parties and Elections
          Political Participation (individual and group)
          Principles of Democracy

Objective 3: Demonstrate an awareness of public policy of people’s lives.
Elements: Civil Rights
          Civil Liberties

Objective 4: Demonstrate an understanding of the global context in which the political system of the United States operates.
Elements: Politics
          Different forms of government
          Parliamentary v. Congressional systems
Appendix 5
Procedures for Assessing General Education Goals
U.S. Politics: POLS 101

General Education Goal 3: Students will acquire the knowledge to function responsibly in the world in which they live. [GE Goal 3]

Objective 1: Demonstrate an understanding of the basic governmental institutions of the United States.
Objective 2: Demonstrate an understanding of the principles underlying democracy.
Objective 3: Demonstrate an awareness of public policy of people’s lives.
Objective 4: Demonstrate and understanding of the global context in which the political system of the United States operates.

General Education Goal 2: Students will develop critical thinking skills.
Objective 2.1: Apply generalizations, principles, theories, rules to the real world.

General Education Goal 1: Students will demonstrate effective writing skills. (Only POLS 101 Writing to Learn Classes.)
Objective 3.1: Employ the principles of effective writing to sociological issues and phenomena.

Summative Test: Measure of Goals 1 and 2

All instructors will cover the mandatory areas/elements of study, as defined by the faculty, in order to permit the assessment of the university’s general education objectives relative to sociology.

1) Using questions testing content common in POLS 101 national textbooks, the faculty develop a test bank that will allow for testing student performance on the various general education objectives.

2) The program coordinator will develop a set of distinct tests from the test bank that cover the defined general education electives for Goals 1 and 2, giving faculty a random test to administer when asked. This limits the ability of the faculty to teach to the test.

3) Faculty will give the Goal 1 and Goal 2 assessment pretest at the beginning of the semester, prior to any course meetings of substantive content.

4) The Goal 1 and Goal 2 posttest will be given at the end of the semester. The posttest should count in the student’s grade, either directly or as extra credit. (This is to provide students an incentive to do their best on the exam.)

5) The performance standard is a substantial and significant increase in correct answers, with significance determined through a paired-t test.

6) For WL classes, faculty will evaluate student writing relative to the university’s writing to learn rubric, indicating the number of students who performed at the various competency levels.

7) The political science program coordinator/designee aggregates the reports from individual faculty, with the overall results part of a written report to the Department Chair. (We are assessing the student learning outcomes through the entire program rather than evaluating individual faculty.)

8) The Chair provides a copy of the GE report to appropriate parties.
Request for Revision to Course

(Pittsburg State University)

(Undergraduate Course Numbers through Course Number 699)

Department: HPASS  College: Arts & Sciences

Submission Date: 8/27/14

Contact Person: Darren Botello-Samson  Faculty member  Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)

☐ Fall
☐ Spring
☐ Summer

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

☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The added prerequisite is also a POLS course.

Purpose/Justification for Revision to Course: The addition of the prerequisite reflects the development of new introductory courses in POLS.

Existing Course:
Course Number: POLS 524

Title of Course: European Politics

Credit Hours: 3

Prerequisite: POLS 324 or permission of instructor

Course Description (as it appears in the current catalog): Investigation of the institutions, politics, and policies of contemporary Europe. Includes analysis of the European Union (EU) and country studies of Western, Central and Eastern Europe.

Proposed Course:
Course Number: POLS 524

Title of Course: European Politics

Credit Hours: 3

Prerequisite: POLS 103 or POLS 324 or permission of instructor

Course Description (as it will appear in the next catalog): same as above
Additional Questions

1. Is this course to be considered for General Education? □ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   N/A

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes  □ No

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

   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 1/4/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
  Date 1/4/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 1/4/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date  ________ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11-12-14  Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
  Date  ________ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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

Request for New Course- Revised Summer 2013
Request for Revision to Course

(Pittsburg State University) (Undergraduate Course Numbers through Course Number 699)

Department: HPASS  College: Arts & Sciences  Submission Date: 8/27/14

Contact Person: Darren Botello-Samson  Faculty member  Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)

☐ Fall
☐ Spring
☐ Summer

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

☐ Yes  ☒ No

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

The change in the course name would have no affect on any other program. The added prerequisite is also a POLS course.

Purpose/Justification for Revision to Course: The change in course name better reflects the content of the course. The addition of the prerequisite reflects the development of new introductory courses in POLS and addresses the need for a prerequisite.

Existing Course:
Course Number: POLS 525

Title of Course: Politics and War in the Middle East

Credit Hours: 3

Prerequisite: none

Course Description (as it appears in the current catalog): Comparative politics of the Middle East and nearby Muslim countries. Focus on war, insurgency, coups, and their regional and global implications.

Proposed Course:
Course Number: POLS 525

Title of Course: Middle Eastern Politics

Credit Hours: 3

Prerequisite: POLS 103, POLS 324 or permission of instructor

Course Description (as it will appear in the next catalog): same as above
Additional Questions

1. Is this course to be considered for General Education? ☑ Yes ☐ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

N/A

*Please realize that it will need to gain approval of the General Education Committee.*

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

If “yes,” *please realize that it will need to have the approval of the Council for Teacher Education.*

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☑ Yes ☐ No

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

None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 12/14/18 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 12/14/18 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 12/14/18 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/28/18 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Department: HPASS  College: Arts and Sciences

Contact Person: Darren Botello-Samson

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☒ Fall
☐ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The added prerequisite is also a POLS course.

Purpose/Justification for Revision to Course: The addition of the prerequisite reflects the development of new introductory courses in POLS.

Existing Course:
Course Number: POLS 526

Title of Course: Latin America Politics

Credit Hours: 3

Prerequisite: POLS 324 or permission of instructor

Course Description (as it appears in the current catalog): Survey of institutions, problems, parties and politics of Latin America, with emphasis on selected countries.

Proposed Course:
Course Number: POLS 526

Title of Course: Latin American Politics

Credit Hours: 3

Prerequisite: POLS 103, POLS 324 or permission of instructor

Course Description (as it will appear in the next catalog): same as above
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   N/A
   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: HPASS  College: Arts & Sciences

Contact Person: Darren Botello-Samson

Submission Date: 8/27/14

Faculty member □ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The change in the course number would have no affect on any other program. The added prerequisite is also a POLS course.

Purpose/Justification for Revision to Course: The change in course number groups similarly themed courses together in the catalog. The addition of the prerequisite reflects the development of new introductory courses in POLS and corrects a typo in the catalog.

Existing Course:
Course Number: POLS 640

Title of Course: African Politics

Credit Hours: 3

Prerequisite: SOSCI 324 or permission of instructor

Course Description (as it appears in the current catalog): Modern political systems of Sub-Saharan Africa. Particular attention to issues of ethnicity, the role of government in development, problems associated with government failure in the region, the role of the international community in Africa.

Proposed Course:
Course Number: POLS 527

Title of Course: African Politics

Credit Hours: 3

Prerequisite: POLS 103/ POLS 324 or permission of instructor

Course Description (as it will appear in the next catalog): same as above

Request for Revision to Course- Revised Summer 2013
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No
   
   If "yes," please indicate the University's General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   
   N/A
   Please realize that it will need to gain approval of the General Education Committee.

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

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
   
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 4-17-14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 4-17-14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 4-17-14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 4-12-14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☒ Fall  □ Spring  □ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☒ Yes  □ No

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

The reduction in credit hours from 5 to 3 for MLL-114 Chinese Language and Culture I will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in Chinese to satisfy that requirement should take MLL-114 Chinese Language and Culture I, MLL-118 Chinese Language and Culture II, and a third directed studies course in Chinese.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-114

Title of Course: Chinese Language and Culture 1

Credit Hours: 5

Prerequisite: none

Course Description (as it appears in the current catalog): An introduction to the Chinese language emphasizing the development of listening, speaking, reading, writing, and an appreciation of Chinese culture.

Proposed Course:
Course Number: MLL-114

Title of Course: Chinese Language and Culture 1

Credit Hours: 3

Prerequisite: none
Course Description (as it will appear in the next catalog): An introduction to the Chinese language emphasizing the development of listening, speaking, reading, writing, and an appreciation of Chinese culture.
Additional Questions

1. Is this course to be considered for General Education? ☒ Yes □ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   Gen Ed Goal 6: Cultural Studies. Objective 1. Demonstrate the ability to recognize the value of diverse cultural, national, and ethnic backgrounds. The target outcome for assessment is that 70% of students will achieve a passing grade on cultural knowledge activities.
   Please realize that it will need to gain approval of the General Education Committee.

2. Will this course be required of any education majors? □ Yes ☒ No
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/17/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson □ Faculty member □ Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The reduction in credit hours from 5 to 3 for MLL-118 Chinese Language and Culture II will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in Chinese to satisfy that requirement should take MLL-114 Chinese Language and Culture I, MLL-118 Chinese Language and Culture II, and a third directed studies course in Chinese.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-118

Title of Course: Chinese Language and Culture II

Credit Hours: 5

Prerequisite: MLL 114 Chinese Language and Culture I.

Course Description (as it appears in the current catalog): A continuation of MLL 114 Chinese Language and Culture I. A student may earn retro-credit upon successful completion of this course. Prerequisite: MLL 114 Chinese Language and Culture I.

Proposed Course:
Course Number: MLL-118

Title of Course: Chinese Language and Culture II

Credit Hours: 3

Prerequisite: MLL 114 Chinese Language and Culture I.
Course Description (as it will appear in the next catalog): A continuation of MLI 114 Chinese Language and Culture I. A student may earn retro-credit upon successful completion of this course. Prerequisite: MLI 114 Chinese Language and Culture I.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

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

Please realize that it will need to gain approval of the General Education Committee.

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

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

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 9/4/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 9/4/14 Signature, Dean

☑ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 693)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☒ Fall
☐ Spring
☒ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☒ Yes  ☐ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The reduction in credit hours from 5 to 3 for MLL-124 French Language and Culture I will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in French to satisfy that requirement should take MLL-124 French Language and Culture I, MLL-128 French Language and Culture II, and MLL 221 French Language and Culture III.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-124

Title of Course: French Language and Culture I

Credit Hours: 5

Prerequisite: none

Course Description (as it appears in the current catalog): An introduction to the French language emphasizing the development of listening, speaking, reading, writing, and an appreciation of French and Francophone cultures.

Proposed Course:
Course Number: MLL-124

Title of Course: French Language and Culture I

Credit Hours: 3

Prerequisite: none
Course Description (as it will appear in the next catalog): An introduction to the French language emphasizing the development of listening, speaking, reading, writing, and an appreciation of French and Francophone cultures.
Additional Questions

1. Is this course to be considered for General Education? ☒ Yes □ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

Gen Ed Goal 6: Cultural Studies, Objective 1. Demonstrate the ability to recognize the value of diverse cultural, national, and ethnic backgrounds. The target outcome for assessment is that 70% of students will achieve a passing grade on cultural knowledge activities.

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes ☒ No

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

None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
   Date 7/15/14 Signature, Department Chairperson

☐ Approved: College Curriculum Committee
   Date 7/15/14 Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
   Date 7/15/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ________ Signature, General Education Committee Chair

☐ Approved: Council for Teacher Education (if applicable)
   Date 7/15/14 Signature, Council for Teacher Education Chair

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 7/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ________ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g., MATH 343.version2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.
Request for Revision to Course

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  Faculty member  Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☒ Yes  ☐ No

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

The reduction in credit hours from 5 to 3 for MLL-128 French Language and Culture II will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in French to satisfy that requirement should take MLL-124 French Language and Culture I, MLL-128 French Language and Culture II, and MLL 221 French Language and Culture III.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-128

Title of Course: French Language and Culture II

Credit Hours: 5

Prerequisite: MLL 124 French Language and Culture I.

Course Description (as it appears in the current catalog): A continuation of MLL 124 French Language and Culture I. Prerequisite: MLL 124 French Language and Culture I. A student may earn retro-credit upon successful completion of this course.

Proposed Course:
Course Number: MLL-128

Title of Course: MLL 124 French Language and Culture II

Credit Hours: 3

Prerequisite: MLL 124 French Language and Culture I.

Request for Revision to Course- Revised Summer 2013
Course Description (as it will appear in the next catalog): A continuation of MLL 124 French Language and Culture I. Prerequisite: MLL 124 French Language and Culture I. A student may earn retro-credit upon successful completion of this course.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  ☒ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes  ☒ No

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

None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 8/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 8/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date __________ Signature, General Education Committee Chair

☒ Approved: Council for Teacher Education (if applicable)
Date 9/8/14 Signature, Council for Teacher Education Chair

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 12/9/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date __________ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literature        College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

☐ Faculty member  ☑ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

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

This course is not required nor serves as an elective for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-142

Title of Course: Portuguese for Travelers

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? ☐ Yes  ☑ No

Is there a departmental course that will be proposed as a substitute? ☐ Yes  ☑ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☐ Yes  ☑ No

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/23/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 9/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 9/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

☐ Faculty member ☑ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required nor serves as an elective for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: 150

Title of Course: Spanish for Travelers

Credit Hours: 1-3

Deletion Effective: Spring 2015  Fall 2014  (Semester/Year)

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

Was this course a part of the General Education package? ☐ Yes ☑ No

Is there a departmental course that will be proposed as a substitute? ☐ Yes ☑ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☐ Yes ☑ No

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

Request for Deletion of Course- Revised Summer 2013
Pittsburg State University
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson
   [Signature]

☑ Approved: College Curriculum Committee
   Date 9/14 Signature, College Curriculum Committee Chair
   [Signature]

☑ Approved: Dean of College
   Date 9/14 Signature, Dean
   [Signature]

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/7/14 Signature, Undergraduate Curriculum Committee Chair
   [Signature]

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate
   [Signature]

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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Request for Revision to Course

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not a requirement for any other program.

Purpose/Justification for Revision to Course: Increase the number of credit hours from 2 to 3 to make the credit hours consistent with other courses.

Existing Course:
Course Number: MLL-152

Title of Course: Spanish for the Professions

Credit Hours: 2

Prerequisite: none

Course Description (as it appears in the current catalog): A beginning course with an emphasis on oral communication in real life situations. Basic vocabulary and structures to communicate with Spanish speakers in the community.

Proposed Course:
Course Number: MLL-152

Title of Course: Spanish for the Professions

Credit Hours: 3

Prerequisite: none

Course Description (as it will appear in the next catalog): A beginning course with an emphasis on oral communication in real life situations. Basic vocabulary and structures to communicate with Spanish speakers in the community.
Additional Questions

1. Is this course to be considered for General Education? ☑ Yes ☐ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☑ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014
Contact Person: Celia Patterson  Faculty member  Chair
Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☒ Yes  ☐ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The reduction in credit hours from 5 to 3 for MLL-154 Spanish Language and Culture I will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in Spanish to satisfy that requirement should take MLL-154 Spanish Language and Culture I, MLL-158 Spanish Language and Culture II, and MLL 251 Spanish Language and Culture III.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-154

Title of Course: Spanish Language and Culture I

Credit Hours: 5

Prerequisite: none

Course Description (as it appears in the current catalog): An introduction to the Spanish language emphasizing the development of listening, speaking, reading and writing, and an appreciation of Hispanic culture.

Proposed Course:
Course Number: MLL-154

Title of Course: Spanish Language and Culture I

Credit Hours: 3

Prerequisite: none
Course Description (as it will appear in the next catalog): An introduction to the Spanish language emphasizing the development of listening, speaking, reading and writing, and an appreciation of Hispanic culture.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☐ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   
   Gen Ed Goal 6: Cultural Studies. Objective 1. Demonstrate the ability to recognize the value of diverse cultural, national, and ethnic backgrounds. The target outcome for assessment is that 70% of students will achieve a passing grade on cultural knowledge activities.

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/15/14 Signature, Department Chairperson  [Signature]

☑ Approved: College Curriculum Committee
   Date 9/14/14 Signature, College Curriculum Committee Chair [Signature]

☑ Approved: Dean of College
   Date 9/14/14 Signature, Dean [Signature]

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair [Signature]

☑ Approved: Council for Teacher Education (if applicable)
   Date 10/8/14 Signature, Council for Teacher Education Chair [Signature]

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/17/14 Signature, Undergraduate Curriculum Committee Chair [Signature]

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate [Signature]

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  Faculty member  Chair

Revision Effective: Fall 2019 (Semester/Year)

Offered: [check all that apply]
☑ Fall
☒ Spring
☒ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☑ Yes  ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The reduction in credit hours from 5 to 3 for MLL-158 Spanish Language and Culture II will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in Spanish to satisfy that requirement should take MLL-154 Spanish Language and Culture I, MLL-158 Spanish Language and Culture II, and MLL 251 Spanish Language and Culture III.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-158

Title of Course: Spanish Language and Culture II

Credit Hours: 5

Prerequisite: MLL 154 Spanish Language and Culture I.

Course Description (as it appears in the current catalog): A continuation of MLL 154 Spanish Language and Culture I. Prerequisite: MLL 154 Spanish Language and Culture I. A student may earn retro-credit upon successful completion of this course.

Proposed Course:
Course Number: MLL-158

Title of Course: Spanish Language and Culture II

Credit Hours: 3

Prerequisite: MLL 154 Spanish Language and Culture I
Course Description (as it will appear in the next catalog): A continuation of MLL 154 Spanish Language and Culture I. Prerequisite: MLL 154 Spanish Language and Culture I. A student may earn retro-credit upon successful completion of this course.
Additional Questions

1. Is this course to be considered for General Education? □ Yes □ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes □ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date 7/15/14 Signature, Department Chairperson

☐ Approved: College Curriculum Committee
Date 9/18/14 Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
Date 1/8/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

☐ Approved: Council for Teacher Education (if applicable)
Date 10/8/14 Signature, Council for Teacher Education Chair

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/7/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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

Request for Revision to Course - Revised Summer 2013
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not a requirement for any other program.

Purpose/Justification for Revision to Course: Decrease the number of credit hours from 1-5 to 1-3 to make the credit hours consistent with other courses.

Existing Course:
Course Number: MLL-160

Title of Course: Introduction to Foreign Languages

Credit Hours: 1-5

Prerequisite: none

Course Description (as it appears in the current catalog): Introductory course in one of various languages. May be repeated when course content is different. May be taken on a Pass/Fail basis.

Proposed Course:
Course Number: MLL-160

Title of Course: Introduction to Foreign Languages

Credit Hours: 1-3

Prerequisite: none

Course Description (as it will appear in the next catalog): Introductory course in one of various languages. May be repeated when course content is different. May be taken on a Pass/Fail basis.
Additional Questions

1. Is this course to be considered for General Education? □ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/18/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/18/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______  Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/22/14  Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______  Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014
Contact Person: Celia Patterson  Faculty member  Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☑ Fall
☐ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☑ Yes  ☐ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The reduction in credit hours from 5 to 3 for MLL-184 Russian Language and Culture I will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in Russian to satisfy that requirement should take MLL-184 Russian Language and Culture I, MLL-188 Russian Language and Culture II, and a third directed studies course in Russian.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-184
Title of Course: Russian Language and Culture I
Credit Hours: 5
Prerequisite: none
Course Description (as it appears in the current catalog): An introduction to the Russian language emphasizing the development of listening, speaking, reading, writing, and an appreciation of Russian culture.

Proposed Course:
Course Number: MLL-184
Title of Course: Russian Language and Culture I
Credit Hours: 3
Prerequisite: none
Course Description (as it will appear in the next catalog): An introduction to the Russian language emphasizing the development of listening, speaking, reading, writing, and an appreciation of Russian culture.
Additional Questions

1. Is this course to be considered for General Education? ☒ Yes □ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

**Gen Ed Goal 6: Cultural Studies. Objective 1. Demonstrate the ability to recognize the value of diverse cultural, national, and ethnic backgrounds. The target outcome for assessment is that 70% of students will achieve a passing grade on cultural knowledge activities.**

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/18/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 11/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/2/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson ☑ Faculty member ☐ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☒ Yes ☐ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The reduction in credit hours from 5 to 3 for MLL-188 Russian Language and Culture II will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in Russian to satisfy that requirement should take MLL-184 Russian Language and Culture I, MLL-188 Russian Language and Culture II, and a third directed studies course in Russian.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-188

Title of Course: Russian Language and Culture II
Credit Hours: 5
Prerequisite: MLL 184 Russian Language and Culture I.

Course Description (as it appears in the current catalog): A continuation of MLL 184 Russian Language and Culture I. Prerequisite: MLL 184 Russian Language and Culture I. A student may earn retro-credit upon successful completion of this course.

Proposed Course:
Course Number: MLL-188

Title of Course: Russian Language and Culture II
Credit Hours: 3
Prerequisite: MLL 184 Russian Language and Culture I.
Course Description (as it will appear in the next catalog): A continuation of MLL 184 Russian Language and Culture I. Prerequisite: MLL 184 Russian Language and Culture I. A student may earn retro-credit upon successful completion of this course.
**Additional Questions**

1. Is this course to be considered for General Education?  ☐ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors?  ☐ Yes  ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 7/25/14  Signature, Department Chairperson  Celia Patterson

☑ Approved: College Curriculum Committee
  Date 9/16/14  Signature, College Curriculum Committee Chair  KPRFCP

☑ Approved: Dean of College
  Date 9/16/14  Signature, Dean  KPRFCP

☐ Approved: General Education Committee (if applicable)
  Date  ______  Signature, General Education Committee Chair  

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11/11/14  Signature, Undergraduate Curriculum Committee Chair  James Quillt

☐ Approved: Faculty Senate
  Date  ______  Signature, Recording Secretary, Faculty Senate  

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version2.docx) and uploaded as well.

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Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  
College: Arts & Sciences

Submission Date: July 25, 2014

Contact Person: Celia Patterson  
Faculty member  
Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
- Yes  
- No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The reduction in credit hours from 5 to 3 for MLL-194 Korean Language and Culture I will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students who want to take courses in Korean to satisfy that requirement should take MLL-194 Korean Language and Culture I, MLL-198 Korean Language and Culture II, and a third directed studies course in Korean.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student scheduling.

Existing Course:
Course Number: MLL-194

Title of Course: Korean Language and Culture I

Credit Hours: 5

Prerequisite: none

Course Description (as it appears in the current catalog): An introduction to the Korean language with emphasis on comprehension of the spoken language and appreciation of Korean culture, leading to the ability to function effectively at a basis level.

Proposed Course:
Course Number: MLL-194

Title of Course: Korean Language and Culture I

Credit Hours: 3

Prerequisite: none

Request for Revision to Course- Revised Summer 2013
Course Description (as it will appear in the next catalog): An introduction to the Korean language with emphasis on comprehension of the spoken language and appreciation of Korean culture, leading to the ability to function effectively at a basis level.
Additional Questions

1. Is this course to be considered for General Education? ☒ Yes ☐ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Gen Ed Goal 6: Cultural Studies. Objective 1. Demonstrate the ability to recognize the value of diverse cultural, national, and ethnic backgrounds. The target outcome for assessment is that 70% of students will achieve a passing grade on cultural knowledge activities.

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 1/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 1/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date  Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 1/12/14  Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures       College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson       Faculty member     Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at
Pittsburg State University?
☒ Yes       ☐ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The reduction in credit hours from 5 to 3 for MLL-198 Korean Language and Culture II will affect the 10-hour language
requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours and that students
who want to take courses in Korean to satisfy that requirement should take MLL-194 Korean Language and Culture I,
MLL-198 Korean Language and Culture II, and a third directed studies course in Korean.

Purpose/Justification for Revision to Course: Reduce the number of credit hours from 5 to 3 to accommodate student
scheduling.

Existing Course:
Course Number: MLL-198

Title of Course: Korean Language and Culture II

Credit Hours: 5

Prerequisite: MLL 194 Korean Language and Culture I.

Course Description (as it appears in the current catalog): A continuation of MLL 194 Korean Language and Culture I.
Prerequisite: MLL 194 Korean Language and Culture I. A student may earn retro-credit upon the successful completion
of this course.

Proposed Course:
Course Number: MLL-198

Title of Course: Korean Language and Culture II

Credit Hours: 3

Prerequisite: MLL 194 Korean Language and Culture I.
Course Description (as it will appear in the next catalog): A continuation of MLL 194 Korean Language and Culture I. Prerequisite: MLL 194 Korean Language and Culture I. A student may earn retro-credit upon the successful completion of this course.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

______________________________

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes ☒ No

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

None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/25/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 9/16/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 9/16/14  Signature, Dean

☑ Approved: General Education Committee (if applicable)
Date _______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 1/12/14  Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
Date _______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for New Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  Faculty member  Chair

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course will not be a requirement for any other program.

Proposed Course:
Course Number: MLL 221

Title of Course: French Language and Culture III

Credit Hours: 3

Date first offered: Fall 2015  ☑ Fall  ☑ Spring  ☑ Summer
(Semester/Year)  (check all that apply)

Prerequisite: MLL 128 French Language and Culture II

Course Description (as it will appear in the next catalog): A continuation of MLL 128 French Language and Culture II. Prerequisite: MLL 128 French Language and Culture II. A student may earn retro-credit upon successful completion of this course.

Purpose/Justification for Proposed Course: To help students gain a higher level of language proficiency

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Students will continue to develop proficiency in the four language skills—speaking, listening, reading, and writing—while exploring aspects of French and Francophone cultures.
2. Students will acquire the basic grammar and vocabulary necessary to function in the everyday situations they could encounter in a French-speaking country while gaining an appreciation of the cultures and civilizations of the Francophone world.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Students will be assessed on class participation, attendance at the French Table or French Club Activities or film review of French or Francophone films, journal entries in French, listening exercises, written tests, and oral exams.

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.
Additional Questions
1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   None

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

3. Is this course to be considered for General Education?  □ Yes  ☒ No
   If "yes," please indicate the University's General Education Goals met by this course AND the assessment data
   that will be collected to measure these goals:
   
   Please realize that it will need to gain approval of the General Education Committee.

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

5. Will this course be submitted for Departmental Academic Honors?  □ Yes  ☒ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   None
Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

Yes ☐ No □

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

This course is not required for any other program.

Purpose/Justification for Course Deletion: To be replaced by MLL 225: French Grammar and Conversation.

Course to be Deleted:
Course Number: MLL-222

Title of Course: French Conversation

Credit Hours: 2

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? ☐ Yes ☒ No

Is there a departmental course that will be proposed as a substitute? ☒ Yes ☐ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☒ Yes ☐ No

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson

☐ Approved: College Curriculum Committee
   Date 11/14 Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
   Date 11/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date _____ Signature, General Education Committee Chair

☐ Approved: Council for Teacher Education (if applicable)
   Date 12/14 Signature, Council for Teacher Education Chair

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  ☑ Faculty member ☑ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: To be replaced by MLL-225: French Grammar and Conversation

Course to be Deleted:
Course Number: MLL-224

Title of Course: French Grammar and Composition

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? ☑ Yes ☐ No

Is there a departmental course that will be proposed as a substitute? ☑ Yes ☐ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☑ Yes ☐ No
If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson  

☑ Approved: College Curriculum Committee
   Date 9/19/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/14/14 Signature, Dean

☑ Approved: General Education Committee (if applicable)
   Date _____ Signature, General Education Committee Chair

☑ Approved: Council for Teacher Education (if applicable)
   Date 10/3/14 Signature, Council for Teacher Education Chair

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/14/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for New Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member □ Chair

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course will not be a requirement for any other program.

Proposed Course:
Course Number: MLL 225
Title of Course: French Grammar and Conversation I
Credit Hours: 3

Date first offered: Fall 2015  ☑ Fall  ☑ Spring  ☑ Summer
(Semester/Year) (check all that apply)

Prerequisite: MLL 221 French Language and Culture III

Course Description (as it will appear in the next catalog): The study of new grammatical structures and conversational activities for the development of oral proficiency as defined by the American Council on the Teaching of Foreign Language. Prerequisite: MLL 221 French Language and Culture III. A student may earn retro-credit upon successful completion of this course.

Purpose/Justification for Proposed Course: To combine aspects of the former courses MLL 222 French Conversation I and MLL 224 French Grammar and Composition I

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Student will learn new, more sophisticated vocabulary to improve oral communication skills in French in informal and semi-formal settings.
2. Students will develop better reading and listening skills while learning more about French and Francophone culture.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Students will be assessed on class participation, weekly conversations with a native French speaker, attendance at the French Table or French Club Activities, bi-weekly French Coffees, film review of French or Francophone films, listening exercises, in-class oral performance activities, video presentations, and oral exams.

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

Request for New Course- Revised Summer 2013
Additional Questions:

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

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

   Please give the rationale for additional student fees:

3. Is this course to be considered for General Education?  [ ] Yes  [x] No

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

   Please realize that it will need to gain approval of the General Education Committee.

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

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

5. Will this course be submitted for Departmental Academic Honors?  [ ] Yes  [x] No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 12/5/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/14/14 Signature, Dean

☑ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

☐ Approved: Council for Teacher Education (if applicable)
   Date 10/8/14 Signature, Council for Teacher Education Chair

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for New Course

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Is this new course proposal related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course will not be a requirement for any other program.

Proposed Course:
Course Number: MLL 251

Title of Course: Spanish Language and Culture III

Credit Hours: 3

Date first offered: Fall 2015  □ Fall  □ Spring  □ Summer
(Semester/Year)  (check all that apply)

Prerequisite: MLL 158 Spanish Language and Culture II

Course Description (as it will appear in the next catalog): A continuation of MLL 158 Spanish Language and Culture II. Prerequisite: MLL 158 Spanish Language and Culture II. A student may earn retro-credit upon successful completion of this course.

Purpose/Justification for Proposed Course: To help students gain a higher level of language proficiency

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Students will be able to recognize (through listening and reading activities) and, to a lesser degree, use (in speaking and writing activities) basic utterances in Spanish.
2. Students will have a greater appreciation of the cultural richness and diversity of the Hispanic world as well as an awareness of basic geographic characteristics of the Hispanic countries.

Assessment Strategies (e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus))
Students will be assessed on class participation, attendance at the Spanish Table, workbook assignments, in-class compositions, oral presentation, and written exams.

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

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

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
   □ Yes  □ No
   If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:

3. Is this course to be considered for General Education?  □ Yes  □ No
   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   Please realize that it will need to gain approval of the General Education Committee.

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

5. Will this course be submitted for Departmental Academic Honors?  □ Yes  □ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date 7/25/19 Signature, Department Chairperson ________________________________

☐ Approved: College Curriculum Committee
Date 9/4/19 Signature, College Curriculum Committee Chair _______________________

☐ Approved: Dean of College
Date 9/4/19 Signature, Dean ________________________________

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair ______________________

☐ Approved: Council for Teacher Education (if applicable)
Date 10/8/19 Signature, Council for Teacher Education Chair _____________________

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/7/19 Signature, Undergraduate Curriculum Committee Chair ______________

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate ______________________

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

Will this deletion affect any other department's/college's/unit's curricula or programs at Pittsburg State University?
□ Yes     ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: To be replaced by MLL-253: Spanish Conversation

Course to be Deleted:
Course Number: MLL-252

Title of Course: Spanish Conversation I

Credit Hours: 2

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? □ Yes     ☒ No

Is there a departmental course that will be proposed as a substitute? ☒ Yes     □ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☒ Yes       □ No

If "yes," please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 2/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 2/25/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 2/25/14 Signature, Dean

☑ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair

☑ Approved: Council for Teacher Education (if applicable)
Date 3/18/14 Signature, Council for Teacher Education Chair

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 3/19/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for New Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

☐ Faculty member  ☑ Chair

Is this new course proposal related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.
This course will not be a requirement for any other program.

Proposed Course:
Course Number: MLL 253

Title of Course: Spanish Conversation

Credit Hours: 3

Date first offered: Fall 2015  ☑ Fall  ☑ Spring  ☑ Summer
(Semester/Year)  (check all that apply)

Prerequisite: MLL 251: Spanish Language and Culture III

Course Description (as it will appear in the next catalog): Conversational activities for the development of oral proficiency as defined by the American Council on the Teaching of Foreign Languages. Prerequisite: MLL 251: Spanish Language and Culture III.

Purpose/Justification for Proposed Course: To help students gain a higher level of oral proficiency

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Students will speak informally about a variety of topics.
2. Students will listen to native speakers of Spanish and respond appropriately.
3. Students will read texts in Spanish and discuss/summarize their findings.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Students will be assessed through class participation, oral interviews, oral presentations, written summaries of conversation sessions with native speakers, written summaries of Spanish-language newspaper articles, written quizzes, and oral quizzes.

If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.
1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):  
   None

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

   Please give the rationale for additional student fees:

3. Is this course to be considered for General Education?  ☐ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data  
   that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. Will this course be submitted for Departmental Academic Honors?  ☐ Yes  ☒ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?  
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date [Signature, Department Chairperson]

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

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

☐ Approved: General Education Committee (if applicable)
Date [Signature, General Education Committee Chair]

☑ Approved: Council for Teacher Education (if applicable)
Date 10/18/14 [Signature, Council for Teacher Education Chair]

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 4/24/14 [Signature, Undergraduate Curriculum Committee Chair]

☐ Approved: Faculty Senate
Date [Signature, Recording Secretary, Faculty Senate]

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version2.docx) and uploaded as well.

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Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014
Contact Person: Celia Patterson  □ Faculty member  □ Chair
Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Eliminate the concurrent enrollment requirement and change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-254
Title of Course: Spanish Grammar and Composition I
Credit Hours: 3
Prerequisite: MLL 158 Spanish Language and Culture II

Course Description (as it appears in the current catalog): The study of new grammatical structures and cultural information and a review of concepts with special emphasis on developing writing skills. Concurrent enrollment in MLL 252 Spanish Composition I required. A student may earn retro-credit upon successful completion of this course.
Prerequisite: MLL 158 Spanish Language and Culture II.

Proposed Course:
Course Number: MLL-254
Title of Course: Spanish Grammar and Composition I
Credit Hours: 3
Prerequisite: MLL 251: Spanish Language and Culture III.
Course Description (as it will appear in the next catalog): The study of new grammatical structures and cultural information and a review of concepts with special emphasis on developing writing skills. A student may earn retro-credit upon successful completion of this course. Prerequisite: MLI 251: Spanish Language and Culture III.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  ☒ No
   
   If "yes," please indicate the University's General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   
   Please realize that it will need to gain approval of the General Education Committee.

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

3. Will this course be offered or continue to be offered for Departmental Academic Honors?  □ Yes  ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
  Date 04/11/19  Signature, Department Chairperson

☐ Approved: College Curriculum Committee
  Date 04/11/19  Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
  Date 04/11/19  Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date 04/11/19  Signature, General Education Committee Chair

☐ Approved: Council for Teacher Education (if applicable)
  Date 04/18/19  Signature, Council for Teacher Education Chair

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 04/12/19  Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
  Date 04/12/19  Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Deletion of Course

(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures    College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

☐ Faculty member    ☒ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes    ☒ No

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

This course is not required for any other program.

Purpose/Justification for Course Deletion: To be replaced by MLL-325: French Grammar and Conversation II

Course to be Deleted:

Course Number: MLL-321

Title of Course: French Grammar and Composition II

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? ☐ Yes    ☒ No

Is there a departmental course that will be proposed as a substitute? ☒ Yes    ☐ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☒ Yes    ☐ No

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date 7/2/14  Signature, Department Chairperson

☐ Approved: College Curriculum Committee
Date 9/18/14  Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
Date 9/18/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______  Signature, General Education Committee Chair

☒ Approved: Council for Teacher Education (if applicable)
Date 10/18/14  Signature, Council for Teacher Education Chair

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date ______  Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______  Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for New Course

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

[ ] Faculty member [x] Chair

Is this new course proposal related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
[ ] Yes [x] No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred. This course will not be a requirement for any other program.

Proposed Course:
Course Number: MLL 325

Title of Course: French Grammar and Conversation II

Credit Hours: 3

Date first offered: Fall 2015 [ ] Fall [x] Spring [x] Summer

(Semester/Year) (check all that apply)

Prerequisite: MLL 225 French Grammar and Conversation I or permission of instructor

Course Description (as it will appear in the next catalog): A continuation of MLL 225: French Grammar and Conversation I. Prerequisite: MLL 225 French Grammar and Conversation I or permission of instructor. May be taken for honors.

Purpose/Justification for Proposed Course: To combine aspects of the former courses MLL 222 French Conversation II and MLL 244 French Grammar and Composition II

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Students will continue to learn new, more sophisticated vocabulary to improve oral communication skills in French in informal and semi-formal settings.
2. Students will develop better reading and listening skills while learning more about French and Francophone culture.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Students will be assessed on class participation, weekly conversations with a native French speaker, attendance at the French Table or French Club Activities, attendance at the Pause-Café meetings, film review in French of French or Francophone films, listening exercises, in-class oral performance activities, video presentations, and oral exams.

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

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

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

   Please give the rationale for additional student fees:

   ______

3. Is this course to be considered for General Education?  ☐ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   ______
   
   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. Will this course be submitted for Departmental Academic Honors?  ☒ Yes  ☐ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 7/25/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
  Date 9/1/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 9/4/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date _______  Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11/11/14  Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
  Date _______  Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures       College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson                      □ Faculty member  □ Chair

Will this deletion affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: To be replaced by MLL-325: French Grammar and Conversation II

Course to be Deleted:
Course Number: MLL-326

Title of Course: French Conversation II

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? □ Yes  □ No

Is there a departmental course that will be proposed as a substitute? □ Yes  □ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? □ Yes  □ No
If "yes," please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date 7/2/14  Signature, Department Chairperson  

☐ Approved: College Curriculum Committee
Date 9/8/14  Signature, College Curriculum Committee Chair  

☐ Approved: Dean of College
Date 9/8/14  Signature, Dean  

☐ Approved: General Education Committee (if applicable)
Date   Signature, General Education Committee Chair  

☐ Approved: Council for Teacher Education (if applicable)
Date 10/3/14  Signature, Council for Teacher Education Chair  

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/6/14  Signature, Undergraduate Curriculum Committee Chair  

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course

Department: Modern Languages and Literatures  
College: Arts & Sciences

Submission Date: July 25, 2014

Contact Person: Celia Patterson  
☐ Faculty member  ☑ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall  
☑ Spring  
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Eliminate the concurrent enrollment requirement and change the prerequisite to accommodate changes in the program.

Existing Course:

Course Number: MLL-328

Title of Course: Readings in French Literature and Civilization I

Credit Hours: 3

Prerequisite: MLL 222 French Conversation I and MLL 224 French Grammar and Composition I

Course Description (as it appears in the current catalog): The reading of a wide variety of authentic materials, such as literature, journal, and internet activities, and advertisements. Concurrent enrollment in MLL 326 French Conversation II required. Prerequisite: MLL 222 French Conversation I and MLL 224 French Grammar and Composition I.

Proposed Course:

Course Number: MLL-328

Title of Course: Readings in French Literature and Civilization I

Credit Hours: 3

Prerequisite: MLL 225 French Grammar and Conversation I.
Course Description (as it will appear in the next catalog): The reading of a wide variety of authentic materials, such as literature, journal, and internet activities, and advertisements. Prerequisite: MLL 225 French Grammar and Conversation 1. A student may earn retro-credit upon successful completion of this course.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

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

   ________________________________

   Please realize that it will need to gain approval of the General Education Committee.

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

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

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 1/27/14 Signature, Department Chairperson □

☑ Approved: College Curriculum Committee
   Date 4/10/14 Signature, College Curriculum Committee Chair □

☑ Approved: Dean of College
   Date 4/10/14 Signature, Dean □

☑ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

☑ Approved: Council for Teacher Education (if applicable)
   Date 4/29/14 Signature, Council for Teacher Education Chair

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 6/12/14 Signature, Undergraduate Curriculum Committee Chair □

☑ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.
Request for New Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?

☐ Yes ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course will not be a requirement for any other program.

Proposed Course:
Course Number: MLL 329

Title of Course: French Grammar and Composition

Credit Hours: 3

Date first offered: Fall 2015
(Semester/Year)  ☐ Fall ☒ Spring  ☑ Summer
(check all that apply)

Prerequisite: MLL 325: French Grammar and Conversation II or MLL 328 Readings in French Literature and Civilization I or permission of instructor

Course Description (as it will appear in the next catalog): Intensive study of previous and new grammatical structures with emphasis on written expression. Prerequisites: MLL 325: French Grammar and Conversation II or MLL 328 Readings in French Literature and Civilization I or permission of instructor. May be taken for honors.

Purpose/Justification for Proposed Course: To increase students' written proficiency in French

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. The students will deepen their understanding of French grammar to facilitate their ability to communicate in writing.
2. Students will become familiar with more sophisticated grammatical structures and idiomatic expressions.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Students will be assessed through class participation, written grammar exercises, written essays, conversation sessions with a native speaker, and written exams.

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

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

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

Please give the rationale for additional student fees:


3. Is this course to be considered for General Education? □ Yes  ❌ No

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

Please realize that it will need to gain approval of the General Education Committee.

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

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

5. Will this course be submitted for Departmental Academic Honors? ❌ Yes  □ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date 11/11/14 Signature, Department Chairperson

☐ Approved: College Curriculum Committee
Date 9/16/14 Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
Date 9/16/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/17/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures       College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at
Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies
of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Eliminate the concurrent enrollment requirement and change the
prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-351

Title of Course: Spanish Grammar and Composition II

Credit Hours: 3

Prerequisite: MLL 356 Spanish Conversation II and MLL 358 Readings in Hispanic Literature and Civilization I or
permission of instructor.

Course Description (as it appears in the current catalog): Intensive study of previous and new grammatical structures
with emphasis on written expression. Concurrent enrollment in MLL 450 Readings in Hispanic Literature and Civilization
II required. Prerequisites: MLL 356 Spanish Conversation II and MLL 358 Readings in Hispanic Literature and Civilization I
or permission of instructor. May be taken for honors.

Proposed Course:
Course Number: MLL-351

Title of Course: Spanish Grammar and Composition II

Credit Hours: 3

Prerequisite: MLL 254 Spanish Grammar and Composition I
Course Description (as it will appear in the next catalog): Intensive study of previous and new grammatical structures with emphasis on written expression. Prerequisite: MLL 254 Spanish Grammar and Composition I or permission of instructor. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

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

Please realize that it will need to gain approval of the General Education Committee.

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

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

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

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

None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 9/24/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 10/04 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: To be replaced by MLL-253: Spanish Conversation

Course to be Deleted:
Course Number: MLL-356
Title of Course: Spanish Conversation II
Credit Hours: 2
Deletion Effective: Fall 2015 (Semester/Year)
Currently Offered: ☑ Fall  ☑ Spring  □ Summer  (check all that apply)

Was this course a part of the General Education package? □ Yes  □ No

Is there a departmental course that will be proposed as a substitute? ☑ Yes  □ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☑ Yes  □ No
If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date: 1/25/14 Signature, Department Chairperson

☐ Approved: College Curriculum Committee
Date: 2/4/14 Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
Date: 3/1/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date: Signature, General Education Committee Chair

☐ Approved: Council for Teacher Education (if applicable)
Date: 10/8/14 Signature, Council for Teacher Education Chair

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date: 11/18/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures    College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson   Faculty member   Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall
☒ Spring
☒ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes   ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Eliminate the concurrent enrollment requirement and change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-358

Title of Course: Readings in Hispanic Literature and Civilization I

Credit Hours: 3

Prerequisite: MLL 252 Spanish Conversation I and MLL 254 Spanish Grammar and Composition I

Course Description (as it appears in the current catalog): The reading of a wide variety of authentic materials, such as literature, journal and internet articles, and advertisements. Concurrent enrollment in MLL 356 Spanish Conversation II required. Prerequisite: MLL 252 Spanish Conversation I and MLL 254 Spanish Grammar and Composition I. A student may earn retro-credit upon successful completion of this course.

Proposed Course:
Course Number: MLL-358

Title of Course: Readings in Hispanic Literature and Civilization I

Credit Hours: 3

Prerequisite: MLL 251: Spanish Language and Culture III
Course Description (as it will appear in the next catalog): The reading of a wide variety of authentic materials, such as literature, journal and internet articles, and advertisements. Prerequisite: MLL 251: Spanish Language and Culture III. A student may earn retro-credit upon successful completion of this course.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  ☑ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes  ☑ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 9/18/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 9/18/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 10/14/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
□ Fall
☒ Spring
□ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Eliminate the concurrent enrollment requirement and change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-420

Title of Course: Readings in French Literature and Civilization II

Credit Hours: 3

Prerequisite: MLL 325: French Grammar and Conversation II and MLL 328 Readings in French Literature and Civilization I or permission of instructor

Course Description (as it appears in the current catalog): Texts chosen for their cultural and literary value, with equal emphasis on reading and discussion of the selections. Concurrent enrollment in MLL 321 French Grammar and Composition II required. Prerequisites: MLL 326: French Grammar and Conversation II and MLL 328 Readings in French Literature and Civilization I or permission of instructor. May be taken for honors.

Proposed Course:
Course Number: MLL-420

Title of Course: Readings in French Literature and Civilization II

Credit Hours: 3

Prerequisite: MLL 328 Readings in French Literature and Civilization I or permission of instructor
Course Description (as it will appear in the next catalog): Texts chosen for their cultural and literary value, with equal emphasis on reading and discussion of the selections. Prerequisites: MLL 328 Readings in French Literature and Civilization I or permission of instructor. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  ✗ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ✗ Yes  □ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/16/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/16/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date _____ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/7/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  Faculty member  Chair

Will this deletion affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?

☐ Yes  ✗ No

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

This course is not required for any other program.

Purpose/Justification for Course Deletion: This course will be replaced by MLL-425: Directed Studies in French.

Course to be Deleted:

Course Number: MLL-421

Title of Course: Advanced French Conversation

Credit Hours: 2

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? ☐ Yes  ✗ No

Is there a departmental course that will be proposed as a substitute? ✗ Yes  ☐ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ✗ Yes  ☐ No

If "yes," please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 12/5/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 11/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 12/14 Signature, Dean

☑ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair

☑ Approved: Council for Teacher Education (if applicable)
Date 10/14 Signature, Council for Teacher Education Chair

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-425

Title of Course: Directed Studies in French

Credit Hours: 1-3

Prerequisite: MLL 328 Readings in French Literature and Civilization I and permission of instructor

Course Description (as it appears in the current catalog): Directed study of a specific field in French. May be repeated if subject matter is different. Prerequisite: MLL 328 Readings in French Literature and Civilization I and permission of instructor.

Proposed Course:
Course Number: MLL-425

Title of Course: Directed Studies in French

Credit Hours: 1-3

Prerequisite: MLL 225: French Grammar and Conversation I or MLL 328 Readings in French Literature and Civilization I and permission of instructor
Course Description (as it will appear in the next catalog): Directed study of a specific field in French. May be repeated if subject matter is different. Prerequisite: MLL 225: French Grammar and Conversation I or MLL 328: Readings in French Literature and Civilization I and permission of instructor.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes  ☒ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes  ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson  

☑ Approved: College Curriculum Committee
   Date 9/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 1/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures       College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson □ Faculty member □ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
□ Fall
☒ Spring
□ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes    ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-427

Title of Course: French Culture and Civilization

Credit Hours: 3

Prerequisite: MLL 420 Readings in French Literature and Civilization II

Course Description (as it appears in the current catalog): A study of the development of French or French-American culture with particular emphasis on history, politics, economics, customs, traditions, and literary and artistic trends. Prerequisite: MLL 420 Readings in French Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-427

Title of Course: French Culture and Civilization

Credit Hours: 3

Prerequisite: MLL 328 Readings in French Literature and Civilization I or permission of instructor

Course Description (as it will appear in the next catalog): A study of the development of French or French-American culture with particular emphasis on history, politics, economics, customs, traditions, and literary and artistic trends.
Prerequisite: MLL 328 Readings in French Literature and Civilization I or permission of instructor. May be taken for honors.
**Additional Questions**

1. Is this course to be considered for General Education? □ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes □ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson  

☐ Approved: College Curriculum Committee
   Date 9/11/14 Signature, College Curriculum Committee Chair  

☐ Approved: Dean of College
   Date 8/14/14 Signature, Dean  

☐ Approved: General Education Committee (if applicable)
   Date ________ Signature, General Education Committee Chair  

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair  

☐ Approved: Faculty Senate
   Date ________ Signature, Recording Secretary, Faculty Senate  

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literature  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-428

Title of Course: Survey of French Literature I

Credit Hours: 3

Deletion Effective: Fall 2015  (Semester/Year)

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

Was this course a part of the General Education package? □ Yes  □ No

Is there a departmental course that will be proposed as a substitute? □ Yes  □ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? □ Yes  □ No
If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 4/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 4/21/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 4/21/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 4/16/14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Deletion of Course  
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  
☐ Faculty member  ☑ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?  
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.  
This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:  
Course Number: MLL-429

Title of Course: Survey of French Literature II

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package?  ☐ Yes  ☑ No

Is there a departmental course that will be proposed as a substitute?  ☐ Yes  ☑ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors?  ☐ Yes  ☑ No

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 8/25/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/4/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/4/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/14/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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Request for Deletion of Course- Revised Summer 2013
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Will this deletion affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?  □ Yes  □ No

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

This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-430

Title of Course: Survey of Francophone Literature

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? □ Yes  □ No

Is there a departmental course that will be proposed as a substitute? □ Yes  □ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? □ Yes  □ No

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 4/1/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 4/1/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/2/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Department: Modern Languages and Literatures  
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  
Faculty member  
Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Eliminate the concurrent enrollment requirement and change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-450

Title of Course: Readings in Hispanic Literature and Civilization II

Credit Hours: 3

Prerequisite: MLL 356 Spanish Conversation II and MLL 358 Readings in Hispanic Literature and Civilization I or permission of instructor

Course Description (as it appears in the current catalog): Texts chosen for their cultural and literary value, with equal emphasis on reading and discussion of the selections. Concurrent enrollment in MLL 351 Spanish Grammar and Composition II required. Prerequisite: MLL 356 Spanish Conversation II and MLL 358 Readings in Hispanic Literature and Civilization I or permission of instructor. May be taken for honors.

Proposed Course:
Course Number: MLL-450

Title of Course: Readings in Hispanic Literature and Civilization II

Credit Hours: 3

Prerequisite: MLL 358 Readings in Hispanic Literature and Civilization I or permission of instructor
Course Description (as it will appear in the next catalog): Texts chosen for their cultural and literary value, with equal emphasis on reading and discussion of the selections. Prerequisite: MLL 358 Readings in Hispanic Literature and Civilization I or permission of instructor. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson [Signature]

☑ Approved: College Curriculum Committee
   Date 9/4/14 Signature, College Curriculum Committee Chair [Signature]

☑ Approved: Dean of College
   Date 9/4/14 Signature, Dean [Signature]

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair [Signature]

☐ Approved: Council for Teacher Education (if applicable)
   Date ______ Signature, Council for Teacher Education Chair [Signature]

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/7/14 Signature, Undergraduate Curriculum Committee Chair [Signature]

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate [Signature]

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Pittsburg State University)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  Faculty member  Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☑ Fall
☑ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: 
Eliminate the concurrent enrollment requirement and change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-451
Title of Course: Advanced Spanish Conversation
Credit Hours: 2
Prerequisite: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II

Course Description (as it appears in the current catalog): Intensive oral practice and conversation focused on various topics and targeting the advanced level of proficiency according to the American Council on the Teaching of Foreign Languages. Concurrent enrollment in MLL 555 Spanish Phonetics and Oral Practice required. Prerequisites: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-451
Title of Course: Advanced Spanish Conversation
Credit Hours: 3
Prerequisite: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I

Request for Revision to Course- Revised Summer 2013
Course Description (as it will appear in the next catalog): Intensive oral practice and conversation focused on various topics and targeting the advanced level of proficiency according to the American Council on the Teaching of Foreign Languages. Prerequisites: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson ______________

☑ Approved: College Curriculum Committee
   Date 9/24/14 Signature, College Curriculum Committee Chair ______________

☑ Approved: Dean of College
   Date 10/4/14 Signature, Dean ______________

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair ______________

☐ Approved: Council for Teacher Education (if applicable)
   Date ______ Signature, Council for Teacher Education Chair ______________

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/17/14 Signature, Undergraduate Curriculum Committee Chair ______________

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate ______________

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Will this deletion affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-452

Title of Course: Survey of Spanish American Literature I

Credit Hours: 3

Deletion Effective: Fall 2015  (Semester/Year)

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

Was this course a part of the General Education package? □ Yes  □ No

Is there a departmental course that will be proposed as a substitute? □ Yes  □ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? □ Yes  □ No

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
Each college curriculum representative will notify their respective college and department(s) of the completion of the deletion.

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  Faculty member ☐ Chair ☒

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred. This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-453

Title of Course: Survey of Spanish American Literature II

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? ☐ Yes  ☒ No

Is there a departmental course that will be proposed as a substitute? ☐ Yes  ☒ No

Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☐ Yes  ☒ No

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 9/12/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 9/12/14 Signature, Dean

☑ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 4/17/14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson
☐ Faculty member  ☑ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-454

Title of Course: Survey of Spanish Literature I

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package?
☐ Yes  ☑ No

Is there a departmental course that will be proposed as a substitute?
☐ Yes  ☑ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors?
☐ Yes  ☑ No
If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 9/18/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 9/18/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 10/24/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  ☐ Faculty member  ☒ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-455

Title of Course: Survey of Spanish Literature II

Credit Hours: 3

Deletion Effective: Fall 2015  (Semester/Year)

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

Was this course a part of the General Education package?  ☐ Yes  ☒ No

Is there a departmental course that will be proposed as a substitute?  ☐ Yes  ☒ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors?  ☐ Yes  ☒ No
If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson
   [Signature]

☑ Approved: College Curriculum Committee
   Date 9/8/14 Signature, College Curriculum Committee Chair
   [Signature]

☑ Approved: Dean of College
   Date 9/8/14 Signature, Dean
   [Signature]

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair
   [Signature]

☐ Approved: Council for Teacher Education (if applicable)
   Date ______ Signature, Council for Teacher Education Chair
   [Signature]

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/11/14 Signature, Undergraduate Curriculum Committee Chair
   [Signature]

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate
   [Signature]

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for New Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

☑ Faculty member ☑ Chair

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course will not be a requirement for any other program.

Proposed Course:
Course Number: MLL 456

Title of Course: Topics in Spanish

Credit Hours: 1-3

Date first offered: Fall 2015 (Semester/Year)
☒ Fall ☒ Spring ☑ Summer (check all that apply)

Prerequisite: Permission of instructor

Course Description (as it will appear in the next catalog): Intensified study of a specific field in Spanish. May be repeated if subject matter is different. Prerequisite: Permission of instructor. May be taken for honors.

Purpose/Justification for Proposed Course: To increase student understanding of a specific area of Spanish culture

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Students will develop their reading, writing, speaking, and listening skills in the Spanish language within the context of a specific field in Spanish culture.
2. Students will understand the relationship of the specific field to the larger Spanish culture.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Students will be assessed through their class participation, written homework assignments, a research paper written in Spanish, a group oral presentation, and written quizzes.

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

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

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

   Please give the rationale for additional student fees:
   ______

3. Is this course to be considered for General Education? ☐ Yes  ☒ No

   *If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals.*

   ______
   *Please realize that it will need to gain approval of the General Education Committee.*

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

   *If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.*

5. Will this course be submitted for Departmental Academic Honors? ☒ Yes  ☐ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 07/25/14 Signature, Department Chairperson  

☑ Approved: College Curriculum Committee
Date 07/25/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 07/25/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 07/25/14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course

Department: Modern Languages and Literatures    College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  Faculty member  Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-457

Title of Course: Hispanic Culture and Civilization

Credit Hours: 3

Prerequisite: MLL 450 Readings in Hispanic Literature and Civilization II

Course Description (as it appears in the current catalog): A study of the development of Spanish or Spanish-American culture with particular emphasis on history, politics, economics, customs, traditions, and literary and artistic trends. Prerequisite: MLL 450 Readings in Hispanic Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-457

Title of Course: Hispanic Culture and Civilization

Credit Hours: 3

Prerequisite: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I

Course Description (as it will appear in the next catalog): A study of the development of Spanish or Spanish-American culture with particular emphasis on history, politics, economics, customs, traditions, and literary and artistic trends.
Prerequisites: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? ☑ Yes  ☐ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data
   that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☑ Yes  ☐ No

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

   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
  Date 9/18/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 9/18/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
  Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson

☐ Faculty member ☒ Chair

Will this deletion affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☐ Yes ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-458

Title of Course: Spanish American Drama

Credit Hours: 3

Deletion Effective: Fall 2015 (Semester/Year)

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

Was this course a part of the General Education package? ☐ Yes ☒ No

Is there a departmental course that will be proposed as a substitute? ☐ Yes ☒ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☐ Yes ☒ No
If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 11/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

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Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Will this deletion affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLI-459

Title of Course: Spanish American Short Fiction

Credit Hours: 3

Deletion Effective: Fall 2015  (Semester/Year)

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

Was this course a part of the General Education package?  □ Yes  □ No

Is there a departmental course that will be proposed as a substitute?  □ Yes  □ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors?  □ Yes  □ No
If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14  Signature, Department Chairperson  [Signature]

☑ Approved: College Curriculum Committee
   Date 9/18/14  Signature, College Curriculum Committee Chair  [Signature]

☑ Approved: Dean of College
   Date 9/18/14  Signature, Dean  [Signature]

☐ Approved: General Education Committee (if applicable)
   Date  Signature, General Education Committee Chair  

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/13/14  Signature, Undergraduate Curriculum Committee Chair  [Signature]

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson ☐ Faculty member ☑ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☐ Fall
☑ Spring
☐ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☐ Yes ☑ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Eliminate the concurrent requirement and change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-525

Title of Course: French Phonetics and Oral Practice

Credit Hours: 2

Prerequisite: MLL 321: French Grammar and Composition II and MLL 420 Readings in French Literature and Civilization II

Course Description (as it appears in the current catalog): Theoretical study and practice on the French sound system, articulation of sounds, oral and aural practice. Concurrent enrollment in MLL 421 Advanced French Conversation is required. Prerequisites: MLL 321: French Grammar and Composition II and MLL 420 Readings in French Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-525

Title of Course: French Phonetics and Oral Practice

Credit Hours: 3

Prerequisite: MLL 328 Readings in French Literature and Civilization I or permission of instructor.
Course Description (as it will appear in the next catalog): Theoretical study and practice on the French sound system, articulation of sounds, oral and aural practice. Prerequisites: MLL 225: French Grammar and Conversation I or MLL 328 Readings in French Literature and Civilization I and permission of instructor. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  ☑ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☑ Yes  □ No

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

   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 9/16/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/16/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/27/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures
College: Arts & Sciences
Submission Date: July 25, 2014
Contact Person: Celia Patterson □ Faculty member □ Chair
Revision Effective: Fall 2015 (Semester/Year)
Offered: (check all that apply)
□ Fall
☒ Spring
□ Summer

Is this revision related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
□ Yes ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-526
Title of Course: Business French
Credit Hours: 3
Prerequisite: MLL 321: French Grammar and Composition II and MLL 420 Readings in French Literature and Civilization II

Course Description (as it appears in the current catalog): A study of business environments and practices in France and Quebec with development of language skills specific to business and the professions. Prerequisites: MLL 321: French Grammar and Composition II and MLL 420 Readings in French Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-526
Title of Course: Business French
Credit Hours: 3
Prerequisite: MLL 225: French Grammar and Conversation I or MLL 328 Readings in French Literature and Civilization I and permission of instructor

Course Description (as it will appear in the next catalog): A study of business environments and practices in France and Quebec with development of language skills specific to business and the professions. Prerequisites: MLL 225: French
Grammar and Conversation I or MLL 328 Readings in French Literature and Civilization I and permission of instructor. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  □ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

2. Will this course be required of any education majors? □ Yes  □ No
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes  □ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 7/25/14  Signature, Department Chairperson  

☑ Approved: College Curriculum Committee
  Date 9/18/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 9/18/14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date  Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11/17/14  Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Department: Modern Languages and Literatures        College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson [ ] Faculty member [x] Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
[ ] Fall
[x] Spring
[ ] Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
[ ] Yes [x] No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-527

Title of Course: Translation of French

Credit Hours: 3

Prerequisite: MLL 321: French Grammar and Composition II and MLL 420 Readings in French Literature and Civilization II

Course Description (as it appears in the current catalog): Translation of texts from French into English, and from English into French, using authentic materials covering a broad range of written texts, topics, linguistic levels, and registers. Prerequisites: MLL 321: French Grammar and Composition II and MLL 420 Readings in French Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-527

Title of Course: Translation of French

Credit Hours: 3

Prerequisite: MLL 225: French Grammar and Conversation I or MLL 328 Readings in French Literature and Civilization I and permission of instructor
Course Description (as it will appear in the next catalog): Translation of texts from French into English, and from English into French, using authentic materials covering a broad range of written texts, topics, linguistic levels, and registers. Prerequisites: MLL 225: French Grammar and Conversation I or MLL 328 Readings in French Literature and Civilization I and permission of instructor. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education?  □ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors?  ☒ Yes  □ No

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

   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 7/25/14  Signature, Department Chairperson
  
☑ Approved: College Curriculum Committee
  Date 9/18/14  Signature, College Curriculum Committee Chair
  
☑ Approved: Dean of College
  Date 9/18/14  Signature, Dean
  
☐ Approved: General Education Committee (if applicable)
  Date _____  Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11/12/14  Signature, Undergraduate Curriculum Committee Chair
  
☐ Approved: Faculty Senate
  Date _____  Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Department: Modern Languages and Literatures    College: Arts & Sciences
Submission Date: July 25, 2014
Contact Person: Celia Patterson    □ Faculty member    □ Chair
Revision Effective: Fall 2015 (Semester/Year)
Offered: (check all that apply)
□ Fall
□ Spring
□ Summer
Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes    □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-550
Title of Course: Hispanic Film
Credit Hours: 3
Prerequisite: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II

Course Description (as it appears in the current catalog): The study of the movies of an individual director or of those of a given performer or movement, or an overview of the genre. Prerequisites: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-550
Title of Course: Hispanic Film
Credit Hours: 3
Prerequisite: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I
Course Description (as it will appear in the next catalog): The study of the movies of an individual director or of those of a given performer or movement, or an overview of the genre. Prerequisites: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
 Date 7/25/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
 Date 9/1/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
 Date 9/1/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
 Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
 Date 11/17/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
 Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee may result in an additional month added to the process.
Request for Revision to Course

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

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

This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program and change the title at the request of the Art Department so that the course does not create the false impression of being an art history course.

Existing Course:
Course Number: MLL-551

Title of Course: Hispanic Art

Credit Hours: 3

Prerequisite: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II

Course Description (as it appears in the current catalog): The study of the great works of Hispanic art as a means of understanding the culture that produced them. Prerequisites: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-551

Title of Course: Hispanic Visual Culture

Credit Hours: 3

Prerequisite: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I
Course Description (as it will appear in the next catalog): The study of the great works of Hispanic art as a means of understanding the culture that produced them. Prerequisites: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  □ No
   
   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

2. Will this course be required of any education majors? □ Yes  □ No
   
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes  □ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 9-9-14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 9-11-14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 9-15-14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 9-17-14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.
Request for Revision to Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at
Pittsburg State University?
□ Yes  □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Eliminate the concurrent enrollment requirement and change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-555

Title of Course: Spanish Phonetics and Oral Practice

Credit Hours: 2

Prerequisite: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II

Course Description (as it appears in the current catalog): Theoretical study and practical work on the Spanish sound system, articulation of sounds, oral and aural practice. Concurrent enrollment in MLL 451 Advanced Spanish Conversation is required. Prerequisites: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-555

Title of Course: Spanish Phonetics and Oral Practice

Credit Hours: 3

Prerequisite: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I
Course Description (as it will appear in the next catalog): Theoretical study and practical work on the Spanish sound system, articulation of sounds, oral and aural practice. Prerequisites: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 7/25/14  Signature, Department Chairperson
  [Signature]

☑ Approved: College Curriculum Committee
  Date 9/18/14  Signature, College Curriculum Committee Chair
  [Signature]

☑ Approved: Dean of College
  Date 11/14  Signature, Dean
  [Signature]

☐ Approved: General Education Committee (if applicable)
  Date  [Signature], General Education Committee Chair

☐ Approved: Council for Teacher Education (if applicable)
  Date  [Signature], Council for Teacher Education Chair

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11/14  Signature, Undergraduate Curriculum Committee Chair
  [Signature]

☐ Approved: Faculty Senate
  Date  [Signature], Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Department: Modern Languages and Literatures  
College: Arts & Sciences  
Submission Date: July 25, 2014  
Contact Person: Celia Patterson  
Faculty member  
Chair  
Revision Effective: Fall 2015 (Semester/Year)  
Offered: (check all that apply)  
☐ Fall  
☒ Spring  
☐ Summer  
Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?  
☐ Yes  
☒ No  

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.  
This course is not required for any other program.  

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.  

Existing Course:  
Course Number: MLL-556  
Title of Course: Spanish for International Business  
Credit Hours: 3  
Prerequisite: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II  
Course Description (as it appears in the current catalog): A study of business environments and practices in Spain and Latin America with development of language skills specific to business and the professions. Prerequisites: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II. May be taken for honors.  

Proposed Course:  
Course Number: MLL-556  
Title of Course: Spanish for International Business  
Credit Hours: 3  
Prerequisite: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I
Course Description (as it will appear in the next catalog): A study of business environments and practices in Spain and Latin America with development of language skills specific to business and the professions. Prerequisites: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education?  ☐ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data
   that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors?  ☒ Yes  ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?  
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 12/5/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 11/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 11/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/14/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Pittsburgh State University)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  □ Faculty member  □ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
□ Fall
☒ Spring
□ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburgh State University?
□ Yes  ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-557

Title of Course: Translation of Spanish

Credit Hours: 3

Prerequisite: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II

Course Description (as it appears in the current catalog): Translation of texts from Spanish into English, and from English into Spanish, using authentic materials covering a broad range of written texts, topics, linguistic levels, and registers. Prerequisites: MLL 351 Spanish Grammar and Composition II and MLL 450 Readings in Hispanic Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-557

Title of Course: Translation of Spanish

Credit Hours: 3

Prerequisite: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I

Request for Revision to Course- Revised Summer 2013
Course Description (as it will appear in the next catalog): Translation of texts from Spanish into English, and from English into Spanish, using authentic materials covering a broad range of written texts, topics, linguistic levels, and registers. Prerequisites: MLL 254 Spanish Grammar and Composition I and MLL 358 Readings in Hispanic Literature and Civilization I. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes  □ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson  

☑ Approved: College Curriculum Committee
   Date 9/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 9/14/14 Signature, Dean

☑ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 4/17/14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Pittsburg State University

Department: Modern Languages and Literatures College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson □ Faculty member □ Chair

Revision Effective: Fall 2015 (Semester/Year)

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

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred. This course is not required for any other program.

Purpose/Justification for Revision to Course: Change the prerequisite to accommodate changes in the program.

Existing Course:
Course Number: MLL-625

Title of Course: Topics in French

Credit Hours: 1-3

Prerequisite: MLL 420 Readings in French Literature and Civilization II

Course Description (as it appears in the current catalog): Intensive study of a specific field in French. May be repeated if subject matter is different. Prerequisite: MLL 420 Readings in French Literature and Civilization II. May be taken for honors.

Proposed Course:
Course Number: MLL-625

Title of Course: Topics in French

Credit Hours: 1-3

Prerequisite: Permission of instructor

Course Description (as it will appear in the next catalog): Intensive study of a specific field in French. May be repeated if subject matter is different. Prerequisite: Permission of instructor. May be taken for honors.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☒ Yes ☐ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/25/14 Signature, Department Chairperson ________________________________

☑ Approved: College Curriculum Committee
   Date 9/14/14 Signature, College Curriculum Committee Chair ____________________________

☑ Approved: Dean of College
   Date 9/14/14 Signature, Dean ________________________________

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair __________________________

☐ Approved: Council for Teacher Education (if applicable)
   Date ______ Signature, Council for Teacher Education Chair __________________________

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/18/14 Signature, Undergraduate Curriculum Committee Chair __________________

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate __________________________

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Deletion of Course
(Undergraduate Course Numbers through Course Number 699)

Department: Modern Languages and Literatures  College: Arts & Sciences
Submission Date: July 25, 2014

Contact Person: Celia Patterson  ☑ Faculty member  ☒ Chair

Will this deletion affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?
☐ Yes  ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course is not required for any other program.

Purpose/Justification for Course Deletion: No longer taught.

Course to be Deleted:
Course Number: MLL-651

Title of Course: Spanish American Poetry

Credit Hours: 3

Deletion Effective: Fall 2015  (Semester/Year)

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

Was this course a part of the General Education package? ☐ Yes  ☒ No

Is there a departmental course that will be proposed as a substitute? ☐ Yes  ☒ No
Please realize that it will need to gain approval of the General Education Committee.

Was this course required of any education majors? ☐ Yes  ☒ No
If "yes," please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
    Date 7/25/14 Signature, Department Chairperson
    _____________________________

☑ Approved: College Curriculum Committee
    Date 9/4/14 Signature, College Curriculum Committee Chair
    _____________________________

☑ Approved: Dean of College
    Date 9/4/14 Signature, Dean
    _____________________________

☐ Approved: General Education Committee (if applicable)
    Date _______ Signature, General Education Committee Chair
    _____________________________

☐ Approved: Council for Teacher Education (if applicable)
    Date _______ Signature, Council for Teacher Education Chair
    _____________________________

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
    Date 11/14 Signature, Undergraduate Curriculum Committee Chair
    _____________________________

☐ Approved: Faculty Senate
    Date _______ Signature, Recording Secretary, Faculty Senate
    _____________________________

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for New Major

Department: Modern Languages and Literatures  College: Arts & Sciences

Submission Date: July 25, 2014  Effective: Fall, 2015 (Year)

Contact Person: Celia Patterson  Faculty member  Chair

Title of Proposed Major: Bachelor of Arts in Modern Languages

Delivery Method:
☒ Face-to-Face
☐ On-line
☐ Hybrid

If face-to-face/hybrid, location offered: Pittsburg Campus

Purpose/Justification for Major: To replace the deleted BA in French and BA in Spanish as well as the current BSE in French and the BSE in Spanish

Is this new major proposal related to, and/or may affect, any major, degree, or program at any other Regent university?  ☑ Yes  ☐ No

Whether a “yes” or “no” response, please provide an explanation. None of the courses in the program are required for any other program at any other Regent University.

Is this new major proposal related to, and/or may affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?  ☑ Yes  ☐ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The current 5-hour introductory language courses will become 3-hour courses. This will affect the 10-hour language requirement for the BA. We recommend that the 10-hour language requirement be reduced to 9 hours, comprised of three 3-hour language courses.

Please complete the Kansas Board of Regents forms located at www.kansasregents.org/new_program_approval and list the proposed curriculum for the major, in section 2 (II) under “Curriculum Outline” of the forms. Please input the proposed curriculum as you wish it to appear in the next catalog. If you have any questions about the KBOR forms, please contact the Provost’s administrative officer at x4113.
Additional Questions

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

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

3. Will this major have specific General Education courses required? ☐ Yes    ☑ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this major affect any education majors? ☑ Yes    ☐ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this major (e.g. staffing, equipment, etc.)?
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date: 7/1/14
   Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date: 1/18/14
   Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date: 2/18/14
   Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date: 
   Signature, General Education Committee Chair

☑ Approved: Council for Teacher Education (if applicable)
   Date: 10/18/14
   Signature, Council for Teacher Education Chair

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date: 11/1/14
   Signature, Undergraduate Curriculum Committee Chair

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

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

Approval at Kansas Board of Regents level:

☐ COCAO (First Reading)  Date: ___
☐ COCAO (Second Reading) Date: ___
☐ COPS                  Date: ___
☐ KBOR                  Date: ___

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

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

Following Faculty Senate Approval, SUBMIT SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL) FOR FORWARDING TO THE KANSAS BOARD OF REGENTS FOR BOARD APPROVAL. (MUST BE ENTERED INTO KBOR PI/CIP SYSTEM AT TIME OF SUBMISSION TO KBOR).

Please Note: This is at least a 2-3 month campus process from the time of first submission and is designed to eliminate concerns and questions at the beginning. Following this campus process, it will be an additional 4-5 months to obtain approval at the Board level. Any questions/concerns not addressed prior to the review by the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month.
added to the process, before it is sent to the Kansas Board of Regents for approval, which may result in a delay in implementation.
IMPORTANT: NEW MAJOR PROPOSALS SHOULD BE UPLOADED TO THE APPROPRIATE COLLEGE PRELIMINARY LEGISLATION BRIEFCASES NO LATER THAN THE OCTOBER LEGISLATION MONTH. THIS IS TO ALLOW FACULTY SENATE APPROVAL AT THE DECEMBER MEETING, AND KBOR REVIEW, APPROVAL, AND IMPLEMENTATION FOR THE FOLLOWING FALL SEMESTER.

FORMS TO ACCOMPANY PROPOSAL

The following items will be prepared and submitted with the proposal:
A. PSU Request for New Major Form (preceding)
B. PSU Legislative Process Authorization/Notification Sign-off Sheet (preceding)
C. KBOR Application for New Program, located at http://www.kansasregents.org/new_program_approval, requires the following:
   1. KBOR Program Proposal Narrative
   2. KBOR New Degree Request
   3. KBOR Curriculum Outline
   4. KBOR Fiscal Summary for Proposed Academic Program

Request for New Major- Revised Summer 2013
Kansas Board of Regents
Application for New Program

Name of Submitting Institution:
PITTSBURG STATE UNIVERSITY

Address:
1701 SOUTH BROADWAY – PITTSBURG, KS 66762

Contact Person:
Dr. Celia Patterson
Interim Chair, Department of Modern Languages and Literatures

New Program Title:
BACHELOR OF ARTS IN MODERN LANGUAGES

CIP:
1. PROGRAM PROPOSAL NARRATIVE

a. Program Need and Student Characteristics

(1) Is the program central to the mission of the institution?

The proposed Bachelor of Arts in Modern Languages is central to the KBOR-approved mission of Pittsburg State University to provide undergraduate programs to the people of Southeast Kansas and to others who seek the benefits provided, specifically the benefits provided by speaking other languages in addition to English. Approximately 400 million people in the world speak English as a native language; the rest of the over seven billion people in the world speak other native languages. Furthermore, the number of native-English speakers is decreasing in relation to the number of other native-language speakers (Weiss, Edmond H. The Elements of International English Style. M.E. Sharpe. 2005). Clearly, Americans need to learn other languages to be able to function effectively in such an environment, not only in their careers but as citizens of the world.

More specifically, the proposed program relates to the university’s recognition of the interdependence of the world and the need to provide not only multicultural experiences that enhance the inhabitants of the region but also the multi-language skills needed for success in business, industry, government, and education. Increasingly, jobs require communicating with non-English speakers, particularly clients and workers under one’s supervision. Even more specifically, the proposed program is necessary to train public school teachers, who can then provide these same experiences and skills for K12 students. Thus, the proposed program has direct economic development implications for our future graduates, their employers, and the southeast region of Kansas.

(2) What is the student demand for the program?

As a result of a 2012-2013 review of the Modern Languages and Literatures Program that revealed problems with the structure of the department’s programs, Pittsburg State University eliminated the BA in French and the BA in Spanish and formed a Modern Languages and Literatures Visioning Task Force to re-structure those programs. The structure of the previous programs was cumbersome, with five-hour introductory courses, a five-hour block of co-requisite courses in the second year, and a fairly rigid system of pre-requisites. The proposed program features three-hour introductory courses, no co-requisites, and fewer pre-requisites. The new program also eliminates the BSE in French and the BSE in Spanish and proposes a single BA degree with two options: 1) Language and Culture (in French or Spanish) or 2) Teacher Certification (in French or Spanish).

We anticipate 57 full-time students in the first year of implementation, with the program growing to 63 or more full-time students by the third year. The first-year projection is based on the combined number of full-time students in the four different degrees that are being eliminated (BSE in French and BSE in Spanish) or have already been eliminated (BA in French and BA in Spanish). The future projection is based on the more streamlined configuration of the proposed BA as opposed to the previous degrees. This streamlined structure should eliminate the scheduling problems cited by many students (during interviews conducted during the recent program review) as their reason for dropping or failing to pursue a major in another language. For many of these students, the language major was a second major intended to complement their first major, but the scheduling restrictions of the language major made its completion difficult.

(3) What is the demand for graduates of this program?
Knowing another language expands the range of professional opportunities open to individuals. The study of languages and their cultures provides important job-related knowledge and skills that can give job-seekers a competitive edge. Although specific statistics about employment enhancement can be difficult to find, we offer the following examples:


- Education, training, and library occupations in Kansas are expected to grow 20% through 2020, but since many schools report having difficulty filling teaching positions for certain subjects, including English as a second language (which requires knowing a second language), teachers with this specialty should have even better job prospects (<Kansas Labor Information Center, https://kilic.dol.ks.gov/vosnet/Default.aspx>).


The bachelor’s degree is the typical educational attainment of these kinds of positions at both the state and national levels. PSU has a strong record of providing high quality education in the areas of languages and of teaching second languages.

Employers also are looking for individuals who can do more than just “follow a recipe.” Studying another language increases an individual’s ability to speak and write effectively; to think flexibly, critically, and creatively; and to solve problems, especially intercultural problems, in sensitive and nuanced ways. As conceived, this program of study includes the opportunity for students to study abroad and thus broaden their knowledge and awareness of other cultures.

4. What are the locational and comparative advantages of this program?

PSU is the only university in southeast Kansas and thus the only source for area residents to earn a bachelor’s degree in foreign languages. Without this program, area residents would be unable to obtain the benefits that learning other languages can confer both personally and professionally unless they could travel or relocate or unless they chose to attend a nearby but out-of-state institution.
5. **What are the characteristics of the students who will participate in this proposed program?**

This program will target traditional students meeting the KBOR admissions requirements to Pittsburg State University. It also offers opportunities for transfer students from appropriate AAS and AS degrees within Kansas. Students entering this major program are likely to have career interests in teaching or in working with organizations and businesses that have multi-lingual clients and customers at home or abroad. This program would serve as an ideal double-major for current PSU students already majoring in Nursing, Justice Studies, Business, Construction, Social Work, etc., who want to develop a second-language skill for marketability and use in their career.

**b. Curriculum of the Proposed Program.**

(1) **What is the curriculum of the proposed program?**

The Bachelor of Arts in Modern Languages is a 124 credit hour degree program consisting of 43-48 hours of general education courses. Option 1: Language and Culture requires an additional 33 hours in French or 39 hours in Spanish and a minor selected in consultation with the academic advisor. Option 2: Teacher Certification requires, in addition to the 33 hours in French or 39 hours in Spanish, an additional 35 hours of courses required for teacher certification; these 35 hours serve as a substitute for the minor normally required for the Bachelor of Arts.

The proposed coursework was reviewed and approved by faculty in the Department of Modern Languages and Literatures. The curricular outline is provided later in this proposal package.

The proposed major in Modern Languages includes four objectives for all students and two more objectives for those preparing for teacher certification. After completing the program,

1) Students will demonstrate proficiency in an oral interview based on the test developed by the American Council on the Teaching of Foreign Languages during the semester in which they complete their last conversation course.
2) Students will demonstrate listening proficiency on a standardized exam in the target language during the semester in which they are enrolled in their last language course.
3) Students will demonstrate reading proficiency on a standardized exam in the target language during the semester in which they are enrolled in their last language course.
4) Students will demonstrate writing proficiency in the target language on an essay exam during the semester in which they are enrolled in their last language course.
5) Student teachers will demonstrate pedagogic knowledge and language specific teaching skills.
6) Student teachers will demonstrate skills in teaching.

**c. Program Faculty.**

(1) **What is the quality of the faculty?**

The faculty includes four full-time, tenure earning/tenured positions designated specifically for the Modern Languages and Literature program already funded through a combination of state appropriations and tuition dollars. The annual cost of these faculty lines, including salary and benefits, is $295,390. There are also two adjunts with an annual combined cost of $32,508, which is also already funded through a combination of state appropriations and tuition dollars. A new tenure-earning position will be created to hire a new faculty member who can teach both French and Spanish. The cost for this position, including benefits, will be approximately $38,000
and will be funded by using part of the salary monies left available after a department member retired in spring 2014.

Dr. Celia Patterson (terminal degree), who already served as Chair of the English Department, was appointed Interim Chair of Modern Languages and Literatures, effective June 8, 2014, and will coordinate the new program. In addition, Dr. Bert Patrick (terminal degree), Dr. Grant Moss (terminal degree), Dr. Eric Rojas (terminal degree), and the faculty member to be hired (terminal degree) will be primary and core faculty in the proposed options with Spanish. Dr. Myriam Krepps (terminal degree) and the faculty member to be hired (terminal degree) will be primary and core faculty in the proposed options with French. Adjuncts Monte McFerron (MA) and Roberta Shilane (MA) will help to provide foundational coursework in Spanish.

All core faculty have terminal degrees and adjunct faculty have the MA required to teach foundational courses. Faculty vitae are available upon request.

(2) How many graduate assistants will serve the program?

The Modern Languages and Literatures program does not have a graduate program.

d. Academic Support.

(1) What are the academic support services for this program?

The academic services at PSU including advising, library, audio-visual, and academic computing resources are of sufficient number and quality to support this program. All academic support available at Pittsburg State University and in the College of Arts and Sciences will be available for students and faculty in the Bachelor of Arts in Modern Languages program, including institutional support for freshmen, initiatives offered through the Student Success Center (such as The Writing Center), resources available through the Axe Library, access to support for faculty and student travel, and internal grant funding opportunities. In addition, Pittsburg State University and the College of Arts and Sciences provide strong and outstanding support for both hardware and software technology needs. Faculty in the Modern Languages and Literatures program will provide academic advisement for language majors.

(2) What new library materials and other forms of academic support are required beyond normal additions?

Library materials and databases are sufficient for the proposed program at this time.

(3) What new supporting staff will be required beyond normal additions?

Current supporting staff in the College of Arts and Sciences (technology support consultants, instructional support specialist, electronic technologist, development officer) and the Department of Modern Languages and Literatures (administrative assistant) are sufficient for the proposed program at this time.

e. Facilities and Equipment.

(1) What are the anticipated facilities requirements (existing, renovated or new)?

Since the proposed program is replacing two current programs (the BSE in French and the BSE in Spanish) and two deleted programs (the BA in French and the BA in Spanish), existing facilities
are sufficient for the proposed program at this time. The program will use classrooms currently utilized by the Department of Modern Languages and Literatures. Nothing new will be required.

(2) What new equipment will be required beyond normal additions?

Since the proposed program is replacing two current programs (the BSE in French and the BSE in Spanish) and two deleted programs (the BA in French and the BA in Spanish), existing equipment is sufficient for the proposed program at this time. The program will use equipment currently utilized by the Department of Modern Languages and Literatures. Nothing new will be required.

f. Program Review, Assessment and Accreditation.

(1) What program review process or evaluation methods will be used to review the program?

This degree program will employ the same program review procedures used for all PSU baccalaureate programs. In addition, all programs, including the proposed Bachelor of Arts in Modern Languages, are required to submit an annual assessment report to the University Assessment Committee documenting progress towards meeting student learning outcomes.

(2) What student learning outcomes measures will be used to assess the program's effectiveness?

The program level assessment for the Bachelor of Arts in Modern Languages degree will be consistent with other programs in the College of Arts and Sciences following the same basic model used for the previous degree programs in Modern Languages and Literatures. Faculty in the new program will work with the PSU Director of Assessment to continue refining program assessment methods as the new degree program is implemented. Assessment techniques will include use of the American Council on the Teaching of Foreign Languages (ACTFL)-like interviews for oral proficiency, listening exams, reading exams, writing exams, standardized exams to measure content knowledge as well as language specific teaching skills, supervised field experience in a French/Spanish classroom, Student Perception of Teaching Effectiveness Surveys, senior exit surveys, advisement surveys, and alumni surveys.

(3) What are the institution's plans regarding program accreditation?

There is no national or state accrediting body for BA programs in Modern Languages. The teacher certification option in French and Spanish will be accredited by the Council for the Accreditation of Education Preparation (CAEP) and the Kansas State Department of Education (KSDE).
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Program Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Program Identification:</td>
<td>Bachelor of Arts in Modern Languages CIP</td>
</tr>
<tr>
<td>2. Academic Unit:</td>
<td>Department of Modern Languages and Literatures/College of Arts and Sciences</td>
</tr>
</tbody>
</table>

**3. Program Description:**

The proposed *Bachelor of Arts in Modern Languages* provides undergraduate programs to the people of Southeast Kansas and to others who seek the benefits provided by speaking other languages in addition to English. More specifically, the proposed program relates to the university’s recognition of the interdependence of the world and the need to provide not only multicultural experiences that enhance the inhabitants of the region but also the multi-language skills needed for success in business, industry, government, and education. Increasingly, jobs require communicating with non-English speakers, particularly clients and workers under one’s supervision. Even more specifically, the proposed program is necessary to train public school teachers, who can then provide these same experiences and skills for K12 students.

**4. Demand/Need for the Program**

A number of factors have increased the demand for individuals who can speak more than one language. The changing demographics in the United States as the result of immigration has created a pressing need for highly qualified bilingual teachers and education administrators. Education, training, and library occupations in Kansas are expected to grow 20% through 2020, but since many schools report having difficulty filling teaching positions for certain subjects, including English as a second language (which requires knowing a second language), teachers with this specialty should have even better job prospects. Jobs for interpreters and translators will grow 46 percent through 2022, much faster than the average for all occupations. Speaking a second language can result in a “language bonus” in salaries in general; specifically, in jobs dealing with marketing, sales, or technical support, knowing a second language can add between 10% and 15% to an individual’s salary.

The bachelor’s degree is the typical educational attainment of these kinds of positions at both the state and national levels. PSU has a strong record of providing high quality education in the areas of languages and of teaching second languages.

Employers also are looking for individuals who can do more than just “follow a recipe.” Studying another language increases an individual’s ability to speak and write effectively; to think flexibly, critically, and creatively; and to solve problems, especially intercultural problems, in sensitive and nuanced ways. As conceived, this program of study includes the opportunity for students to study abroad and thus broaden their knowledge and awareness of other cultures.
5. Comparative/Locational Advantage

PSU is the only university in southeast Kansas and thus the only source for area residents to earn a bachelor's degree in foreign languages. Without this program, area residents would be unable to obtain the benefits that learning other languages can confer both personally and professionally unless they could travel or relocate or unless they chose to attend a nearby but out-of-state institution.

6. Curriculum

The Bachelor of Arts in Modern Languages is a 124 credit hour degree program consisting of 43-48 hours of general education courses. Option 1: Language and Culture requires an additional 33 hours in French or 39 hours in Spanish and a minor selected in consultation with the academic advisor. Option 2: Teacher Certification requires, in addition to the 33 hours in French or 39 hours in Spanish, an additional 35 hours of courses required for teacher certification; these 35 hours serve as a substitute for the minor normally required for the Bachelor of Arts.

7. Faculty Profile

Dr. Celia Patterson (terminal degree), who already served as Chair of the English Department, was appointed Interim Chair of Modern Languages and Literatures, effective June 8, 2014, and will coordinate the new program. In addition, Dr. Bert Patrick (terminal degree), Dr. Grant Moss (terminal degree), Dr. Eric Rojas (terminal degree), and a faculty member to be hired (terminal degree) will be primary and core faculty in the proposed options with Spanish. Dr. Myriam Krepps (terminal degree) and the faculty member to be hired (terminal degree) will be primary and core faculty in the proposed options with French. Adjuncts Monte McFerron (MA) and Roberta Shillane (MA) will help to provide foundational coursework in Spanish. All these faculty positions are already funded through a combination of state appropriations and tuition dollars. In addition, a new tenure-earning position will be created to hire a new faculty member who can teach both French and Spanish. The cost for this position, including benefits, will be approximately $58,000 and will be funded by using part of the salary monies left available after a department member retired in spring 2014.

8. Student Profile

Students entering this major program are likely to have career interests in teaching or in working with organizations and businesses that have multi-lingual clients and customers at home or abroad. This program would serve as an ideal double-major for current PSU students already majoring in Nursing, Justice Studies, Business, Construction, Social Work, etc., who want to develop a second-language skill for marketability and use in their career.

9. Academic Support

All academic support services at Pittsburg State University and in the College of Arts and Sciences will be available for students and faculty in the Bachelor of Arts in Modern Languages program. Available support includes institutional support for freshmen. Initiatives offered through the Student Success Center (such as The Writing Center), resources available through the Axe Library, access to support for faculty and student travel, and internal grant funding opportunities. In addition, Pittsburg State University and the College of Arts and Sciences provide strong and outstanding support for both hardware and software technology needs.
10. Facilities & Equipment

Since the proposed program is replacing two current programs (the BSE in French and the BSE in Spanish) and two deleted programs (the BA in French and the BA in Spanish), existing facilities and equipment are sufficient for the proposed program at this time. The program will use classrooms currently utilized by the Department of Modern Languages and Literatures. Nothing new will be required.

11. Program Review, Assessment, Accreditation

This degree program will employ the same program review procedures used for all PSU baccalaureate programs. In addition, all programs, including the proposed Bachelor of Arts in Modern Languages, are required to submit an annual assessment report to the University Assessment Committee documenting progress towards meeting student learning outcomes. Although there is no national or state accrediting body for BA programs in Modern Languages, the teacher certification option in French and Spanish will be accredited by the Council for the Accreditation of Education Preparation (CAEP) and the Kansas State Department of Education (KSDE).

12. Costs, Financing

Because this new program is replacing another program, no new funding will be required. The four full-time, tenure earning/tenured positions ($295,390) and the two adjunct positions ($32,508) are currently funded through a combination of state appropriations and tuition dollars, and a new tenure-earning position ($58,000) will be funded by using part of the salary monies left available after a department member retired in spring 2014.
CURRICULUM OUTLINE
NEW DEGREE PROPOSALS
Kansas Board of Regents

I. Identify the new degree: Bachelor of Arts in Modern Languages

II. Provide courses required for each student in the major:

See next page.
Option 1. Language and Culture (Primary language: Spanish or French)

Primary Language: Spanish

<table>
<thead>
<tr>
<th>Number</th>
<th>Course</th>
<th>SCH</th>
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<tbody>
<tr>
<td>MLL 154</td>
<td>Spanish Language and Culture I</td>
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</tr>
<tr>
<td>MLL 158</td>
<td>Spanish Language and Culture II</td>
<td>3</td>
</tr>
<tr>
<td>MLL 251</td>
<td>Spanish Language and Culture III</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>At least 2 courses from Group I*</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Eight courses from Group 2**</td>
<td>24</td>
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<tr>
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<td><strong>Total</strong></td>
<td>39</td>
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</table>

*Group 1 (Prerequisite: MLL 251 Spanish Language and Culture III)
  - MLL 253 Spanish Conversation I (3)
  - MLL 254 Spanish Grammar and Composition I (3)
  - MLL 358 Readings in Hispanic Literature and Civilization I (3)

**Group 2 (Prerequisites: one 300-level course before any 400-level
  Course, one 400-level course before any 500-level course)
  Eight approved upper-division electives (24)

Primary Language: French

<table>
<thead>
<tr>
<th>Number</th>
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<tbody>
<tr>
<td>MLL 124</td>
<td>French Language and Culture I</td>
<td>3</td>
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<tr>
<td>MLL 128</td>
<td>French Language and Culture II</td>
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</tr>
<tr>
<td>MLL 221</td>
<td>French Language and Culture III</td>
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<tr>
<td>MLL 225</td>
<td>French Grammar and Conversation I</td>
<td>3</td>
</tr>
<tr>
<td>MLL 328</td>
<td>Readings in French Literature and Civilization I</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Six approved upper-division electives*</td>
<td>18</td>
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<td></td>
<td><strong>Total</strong></td>
<td>33</td>
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</table>

*Prerequisites: One 300-level course before any 400-level course; one 400-level course before any 500-level course
Option 2 Teacher Certification (Primary Language: Spanish or French)

Primary Language: Spanish

<table>
<thead>
<tr>
<th>Number</th>
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<tr>
<td></td>
<td>Spanish courses required for the Language and Culture option</td>
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<td></td>
<td>Courses required for teacher certification (substitute for a minor):</td>
<td>35</td>
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</table>

Admission to Teacher Education

| EDUC 261 | Explorations in Education (3) |
| PSYCH 263 | Developmental Psychology (3) |
| PSYCH 357 | Educational Psychology (3) |
| MLL 479 | The Teaching of Languages (3) |
| SPED 510 | Overview of Special Education (3) |
| EDUC 520 | Methods and Materials for Academic Literacy (3) |

Admission to Professional Semester

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

Total 74

Primary Language: French

<table>
<thead>
<tr>
<th>Number</th>
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<tr>
<td></td>
<td>French courses required for the Language and Culture option</td>
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<tr>
<td></td>
<td>Courses required for teacher certification (substitute for a minor):</td>
<td>35</td>
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</table>

Admission to Teacher Education

| EDUC 261 | Explorations in Education (3) |
| PSYCH 263 | Developmental Psychology (3) |
| PSYCH 357 | Educational Psychology (3) |
| MLL 479 | The Teaching of Languages (3) |
| SPED 510 | Overview of Special Education (3) |
| EDUC 520 | Methods and Materials for Academic Literacy (3) |

Admission to Professional Semester

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

Total 68
IMPLEMENTATION YEAR FY 2014-2015

Fiscal Summary for Proposed Academic Programs

Institution: PITTSBURG STATE UNIVERSITY
 Proposed Program: Bachelor of Arts in Modern Languages

<table>
<thead>
<tr>
<th>Part I. Anticipated Enrollment</th>
<th>Implementation Year</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Full-Time</td>
<td>Part-Time</td>
<td>Full-Time</td>
</tr>
<tr>
<td>A. Full-time, Part-time Headcount:</td>
<td>57</td>
<td>29</td>
<td>60</td>
</tr>
<tr>
<td>B. Total SCH taken by all students in program</td>
<td>1081</td>
<td></td>
<td>2001</td>
</tr>
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</table>

Part II. Program Cost Projection

A. In implementation year one, list all identifiable General Use costs to the academic unit(s) and how they will be funded. In subsequent years, please include only the additional amount budgeted.

<table>
<thead>
<tr>
<th></th>
<th>Implementation Year</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Budget</td>
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</tr>
<tr>
<td>Salaries</td>
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<tr>
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</tr>
<tr>
<td>Total</td>
<td>$403,228</td>
<td></td>
<td>$403,228</td>
</tr>
</tbody>
</table>

Indicate source and amount of funds if other than internal reallocation:

These funds were already allocated for the previous program (the BA in French and the BA in Spanish that have already been eliminated) and the current program (the BSE in French and the BSE in Spanish that will be eliminated with this program change.)
Request for Deletion of Curriculum

Deletion of:  ☒ Major  ☐ Minor  ☐ Emphasis  ☐ Certificate

Department: Modern Languages and Literature  College: Arts & Sciences

Submission Date: Fall 2014  Revision Effective: Fall, 2015 (Year)

Contact Person: Celia Patterson  ☐ Faculty member  ☒ Chair

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

Rationale for Deletion: Teacher certification will be subsumed into a new BA program

Will this deletion affect any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?  ☐ Yes  ☒ No

Whether a "yes" or "no" response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The new BA program will enable students to continue to prepare for a teaching license

Will this deletion involve specific General Education courses?  ☐ Yes  ☒ No
If "yes," please realize that it will need to gain approval of the General Education Committee.

Will this deletion affect any education majors?  ☒ Yes  ☐ No
If "yes," please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 12/9/14 Signature, Department Chairperson   Celina Patterson

☐ Approved: College Curriculum Committee
   Date 12/9/14 Signature, College Curriculum Committee Chair   KPRKCP

☑ Approved: Dean of College
   Date 12/9/14 Signature, Dean   KPRKCP

☐ Approved: General Education Committee (if applicable)
   Date _____ Signature, General Education Committee Chair

☒ Approved: Council for Teacher Education (if applicable)
   Date 12/9/14 Signature, Council for Teacher Education Chair

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 12/10/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Notification to COCAO/Kansas Board of Regents: Date:

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

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form and a memo on department letterhead, apply the appropriate signatures, and forward to the Office of the Registrar.

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

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

Request for Deletion of Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2013

2
Request for Deletion of Curriculum

Deletion of:  ☑ Major  □ Minor  □ Emphasis  □ Certificate

Department: Modern Languages and Literatures  College: Arts & Sciences

Submission Date: Fall 2014  Revision Effective: Fall, 2015 (Year)

Contact Person: Celia Patterson  ☑ Faculty member  ☐ Chair

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

Rationale for Deletion: Teacher certification will be subsumed into a new BA program.

Will this deletion affect any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?  □ Yes  ☑ No

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

The new BA program will allow students to continue to prepare for teacher certification.

Will this deletion involve specific General Education courses?  □ Yes  ☑ No
If “yes,” please realize that it will need to gain approval of the General Education Committee.

Will this deletion affect any education majors?  ☑ Yes  □ No
If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
   Date 7/25/14  Signature, Department Chairperson
   ____________________________________________________________________________
   Celia Patterson

☐ Approved: College Curriculum Committee
   Date 11/14  Signature, College Curriculum Committee Chair
   ____________________________________________________________________________
   KPRKCP

☐ Approved: Dean of College
   Date 11/14  Signature, Dean
   ____________________________________________________________________________
   KPRKCP

☐ Approved: General Education Committee (if applicable)
   Date __________  Signature, General Education Committee Chair
   ____________________________________________________________________________

☐ Approved: Council for Teacher Education (if applicable)
   Date 10/18/14  Signature, Council for Teacher Education Chair
   ____________________________________________________________________________
   KSP

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/18/14  Signature, Undergraduate Curriculum Committee Chair
   ____________________________________________________________________________
   FJ

☐ Approved: Faculty Senate
   Date __________  Signature, Recording Secretary, Faculty Senate
   ____________________________________________________________________________
   ____________________________

☐ Final approved packet forwarded to Provost’s office.
   Date __________  Signature, Recording Secretary, Faculty Senate
   ____________________________________________________________________________
   ____________________________

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

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

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” and uploaded as well.

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

Pittsburg State University

Revision for:  
☐ Major  ☒ Minor  ☐ Emphasis  ☐ Certificate

Department: Modern Languages and Literatures  
College: Arts & Sciences

Submission Date: July 25, 2014  
Revision Effective: Fall, 2015 (Year)

Contact Person: Celia Patterson  
☐ Faculty member  ☒ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Minor in Spanish

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

Description of Change: MLL 154, 158 and 251 have been added; MLL 252 and 356 have been combined into MLL 253; MLL 358 and 450 have been made part of the Approved Electives

Rationale for Change (include changes to curriculum objectives): To correspond to changes in the major program

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

☐ Yes  ☒ No

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

These courses are not required nor serve as electives for any other program at any other Regent’s university.

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

☐ Yes  ☒ No

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

These courses are not required nor serve as electives for any other program at PSU.

Existing Major or Minor/Emphasis/Certificate

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

Core Requirements for Spanish Minor (22 hours)
- MLL-252: Spanish Conversation I (2 hours)
- MLL-254: Spanish Grammar and Composition I (3 hours)
- MLL-351: Spanish Grammar and Composition II (3 hours)
- MLL-356: Spanish Conversation II (2 hours)
- MLL-358: Readings in Hispanic Literature and Civilization I (3 hours)
- MLL-450: Readings in Hispanic Literature and Civilization II (3 hours)
- Approved Electives (6 hours upper-division)

Proposed Major or Minor/Emphasis/Certificate:

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

Requirements for Spanish Minor (24 hours)
MLL 154  Spanish Language and Culture I (3)
MLL 158  Spanish Language and Culture II (3)
MLL 251  Spanish Language and Culture III (3)
MLL 253  Spanish Conversation (3)
MLL 254  Spanish Grammar and Composition I (3)

Three electives from Groups 1* and 2** (9)

*Group 1 (Prerequisite: MLL 254 Spanish Grammar and Composition I; one 300-level course before any 400-level course)
MLL 351 Spanish Grammar and Composition II (3)
MLL 358 Readings in Hispanic Literature and Civilization I (3)

**Group 2 (Prerequisites: one 300-level course before any 400-level course; one 400-level course before any 500-level course)
MLL 450 Readings in Hispanic Literature and Civilization II (3)
MLL 457 Hispanic Culture and Civilization (3)
MLL 475 Directed Studies in Spanish (3)
MLL 555 Phonetics and Oral Practice (3)
Additional Questions

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

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

   Please give the rationale for additional student fees:

3. Will this revision have specific General Education courses required?  ☐ Yes  ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors?  ☐ Yes  ☒ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date 10/5/14 Signature, Department Chairperson

☐ Approved: College Curriculum Committee
Date 10/14 Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
Date 10/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

☐ Final approved packet forwarded to Provost’s office.
Date ______ Signature, Recording Secretary, Faculty Senate

Notification to COCAO/Kansas Board of Regents (if required): Date:

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost’s administrative officer at x4113.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” and uploaded as well.

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Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost’s administrative officer at x4113 if unsure.

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

Revision for:  ☐ Major  ☑ Minor  ☐ Emphasis  ☐ Certificate

Department: Modern Languages and Literatures  College: Arts & Sciences

Submission Date: July 25, 2014  Revision Effective: Fall, 2015 (Year)

Contact Person: Celia Patterson  ☐ Faculty member  ☑ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Minor in French

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

Description of Change: MLL 124, 128 and 221 have been added; MLL 222 and 224 have been combined into MLL 225; MLL 321 and 326 have been deleted; MLL 421 has been made part of the Approved Electives

Rationale for Change (include changes to curriculum objectives): To correspond to changes in the major program

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. These courses are not required nor serve as electives for any other program at any other Regent’s university.

Is this revision related to, and/or may affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred. These courses are not required nor serve as electives for any other program at PSU.

Existing Major or Minor/Emphasis/Certificate
Copy and paste the existing curriculum as it currently appears in the online catalog:

Core Requirements for French Minor (22 hours)
• MLL-222: French Conversation I (2 hours)
• MLL-224: French Grammar and Composition I (3 hours)
• MLL-321: French Grammar and Composition II (3 hours)
• MLL-326: French Conversation II (2 hours)
• MLL-328: Readings in French Literature and Civilization I (3 hours)
• MLL-420: Readings in French Literature and Civilization II (3 hours)
• Approved Electives (6 hours upper-division)

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

Requirements for French Minor (24 hours)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MLL 124</td>
<td>French Language and Culture I</td>
<td>3</td>
</tr>
<tr>
<td>MLL 128</td>
<td>French Language and Culture II</td>
<td>3</td>
</tr>
<tr>
<td>MLL 221</td>
<td>French Language and Culture III</td>
<td>3</td>
</tr>
<tr>
<td>MLL 225</td>
<td>French Grammar and Conversation I</td>
<td>3</td>
</tr>
<tr>
<td>MLL 328</td>
<td>Readings in French Literature and Civilization I</td>
<td>3</td>
</tr>
</tbody>
</table>

Three approved upper-division electives* (9)
*Prerequisites: One 300-level course before any 400-level course; one 400-level course before any 500-level course
Additional Questions

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

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
   ☐ Yes  ☒ No  If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:

3. Will this revision have specific General Education courses required? ☐ Yes  ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors? ☐ Yes  ☒ No
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 7/11/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 7/14/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 7/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date _____ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 4/10/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Notification to COCAO/Kansas Board of Regents (if required): Date: ___

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost’s administrative officer at x4113.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” and uploaded as well.

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Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost’s administrative officer at x4113 if unsure.

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Request for Revision to Curriculum

Revision for: □ Major  □ Minor  □ Emphasis □ Certificate

Department: Physics  College: Arts & Sciences

Submission Date: 03/10/14  Revision Effective: Fall, 2016 (Year)

Contact Person: David Kuehn  □ Faculty member  □ Chair

Name of Existing Major or Minor/Emphasis/Certificate: Minor in Earth and Space Sciences

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

Description of Change: Deletion of courses

Rationale for Change (include changes to curriculum objectives): Courses are being deleted from catalog due to lack of qualified faculty.

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
□ Yes  □ No

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

Courses in question have not been taught for over five years.

Is this revision related to, and/or may affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

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

Courses in question have not been taught for over five years.

Existing Major or Minor/Emphasis/Certificate
Copy and paste the existing curriculum as it currently appears in the online catalog:

Earth and Space Science Minor (22 hours)
PHYS-160: Physical Geology (3 hours)
AND PHYS-165: Physical Geology Laboratory (1 hour)
PHYS-166: Meteorology (3 hours)
AND PHYS-167: Meteorology Laboratory (1 hour)
PHYS-175: Descriptive Astronomy (3 hours)
OR PHYS-375: Solar System Astronomy (3 hours)
AND PHYS-176: Astronomy Laboratory (1 hour)
An additional 10 hours from any of the following courses (when not used as part of the core)
BIOL-304: Soil Ecology (3 hours)
BIOL-330: Principles of Ecology (3 hours)
BIOL-515: Stream Ecology (3 hours)
BIOL-537: Regional Natural History (3 hours)
PHYS-162: Physical Oceanography (3 hours)

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2013
AND PHYS-163: Physical Oceanography Laboratory (1 hour)
PHYS-175: Descriptive Astronomy (3 hours)
PHYS-260: Historical Geology (5 hours)
PHYS-264: Environmental Geology (4 hours)
PHYS-375: Solar System Astronomy (3 hours)
PHYS-540: Topics in Physics (____) (1-3 hours)
PHYS-541: Topics in Astronomy (____) (1-3 hours)
PHYS-542: Topics in Earth Science (____) (1-3 hours)
PHYS-550: Field Studies in Earth and Space Science (2-3 hours)
PHYS-575: Introductory Astrophysics (3 hours)
GEOG-302: Introduction to Environmental Geography (3 hours)
GEOG-303: Geographic Information Systems I (4 hours)
GEOG-403: Geographic Information Systems II (4 hours)
GEOG-502: Global Environmental Change (3 hours)
GEOG-508: Geography of Hazards and Disasters (3 hours)

Topics courses: PHYS 540, PHYS 541 and PHYS 542 may be repeated if topic is different.

Proposed Major or Minor/Emphasis/Certificate:
List below, the proposed curriculum as you wish it to appear in the online catalog:
Earth and Space Science Minor (22 hours)
PHYS-160: Physical Geology (3 hours)
AND PHYS-165: Physical Geology Laboratory (1 hour)
PHYS-166: Meteorology (3 hours)
AND PHYS-167: Meteorology Laboratory (1 hour)
PHYS-175: Descriptive Astronomy (3 hours)
OR PHYS-375: Solar System Astronomy (3 hours)
AND PHYS-176: Astronomy Laboratory (1 hour)
An additional 10 hours from any of the following courses (when not used as part of the core)
BIOL-304: Soil Ecology (3 hours)
BIOL-330: Principles of Ecology (3 hours)
BIOL-515: Stream Ecology (3 hours)
BIOL-537: Regional Natural History (3 hours)
PHYS-175: Descriptive Astronomy (3 hours)
PHYS-375: Solar System Astronomy (3 hours)
PHYS-540: Topics in Physics (____) (1-3 hours)
PHYS-541: Topics in Astronomy (____) (1-3 hours)
PHYS-542: Topics in Earth Science (____) (1-3 hours)
PHYS-575: Introductory Astrophysics (3 hours)
GEOG-302: Introduction to Environmental Geography (3 hours)
GEOG-303: Geographic Information Systems I (4 hours)
GEOG-403: Geographic Information Systems II (4 hours)
GEOG-502: Global Environmental Change (3 hours)
GEOG-508: Geography of Hazards and Disasters (3 hours)

Topics courses: PHYS 540, PHYS 541 and PHYS 542 may be repeated if topic is different.
Additional Questions

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

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

   Please give the rationale for additional student fees:
   

3. Will this revision have specific General Education courses required?  □ Yes  ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors?  ☒ Yes  □ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   none
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZED/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 2/0/14  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
  Date 4/1/14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 4/1/14  Signature, Dean

☑ Approved: General Education Committee (if applicable)
  Date  Signature, General Education Committee Chair

☑ Approved: Council for Teacher Education (if applicable)
  Date 1/18/14  Signature, Council for Teacher Education Chair

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 4/10/14  Signature, Undergraduate Curriculum Committee Chair

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

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

Notification to COCAO/Kansas Board of Regents (if required):  Date:

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost's administrative officer at x4113.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name:version2.docx" and uploaded as well.

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Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost's administrative officer at x4113 if unsure.

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Request for New Course

(Pittsburg State University)

Undergraduate Course Numbers through Course Number 699

Department: GIT  College: COT

Submission Date: 9/08/14

Contact Person: Doug Younger  Faculty member  Chair

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?

☐ Yes  ☒ No

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

This course will be offered in a new emphasis area within the Graphic Communications major in the GIT department. It will not be required for any students outside of the GIT department.

Proposed Course:

Course Number: GIT 270

Title of Course: Introduction to Packaging Technologies

Credit Hours: 3

Date first offered: 15 ☒ Fall  ☐ Spring ☐ Summer
(Semester/Year) (check all that apply)

Prerequisite: none

Course Description (as it will appear in the next catalog): Introduction to the packaging industry including current trends in packaging design and applications, brand identity, color theory, legal issues, and environmental and sustainability issues.

Purpose/Justification for Proposed Course: The GIT department is creating a new emphasis area in Packaging Graphics within the Graphic Communications major. This course will serve as a introductory level course to students in this emphasis to prepare them for upper level application courses.

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

1. Describe the role of packaging in today’s society.
2. Describe current environmental and sustainability issues relating to packaging.
3. Identify key elements of packaging graphic design and structural design.
4. Develop packaging brand identity standards and strategies.
5. Evaluate the role of color and color theory in packaging design.
6. Discuss the packaging development process from concept through production.
7. Discuss legal issues and requirements relating to packaging.

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

Assessment strategies will include projects and exams. This course will include lecture and laboratory activities.
If you wish to attach a syllabus, you may attach it to the end of this document as part of the packet.
Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.): At this time, no additional resources will be required to implement this course. The GIT department will use existing lecture and laboratory space and equipment as well as use current faculty to teach this course.

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

   Please give the rationale for additional student fees:
   NA

3. Is this course to be considered for General Education?  ☐ Yes  ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   NA
   Please realize that it will need to gain approval of the General Education Committee.

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

   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. Will this course be submitted for Departmental Academic Honors?  ☐ Yes  ☒ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)? At this time, no additional resources will be required to implement this course. The GIT department will use existing lecture and laboratory space and equipment as well as use current faculty to teach this course.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 9.8.14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
  Date 10.6.14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 10.14.14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11.7.14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
  Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

(Undergraduate Course Numbers through Course Number 699)

Department: GIT       College: COT

Contact Person: Chris Huitt     ☑ Faculty member ☐ Chair

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☑ Fall
☑ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes   ☑ No

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

n/a

Purpose/Justification for Revision to Course: GIT would request to change the prerequisite for Git 323 be removed.

Existing Course:

Course Number: GIT 323

Title of Course: Web and Motion Graphics

Credit Hours: 3

Prerequisite: Prerequisite: GIT 221 Web Graphics Software.

Course Description (as it appears in the current catalog): GIT-323: Web and Motion Graphics (3 hours) Techniques and procedures for applying basic animation principles to produce a sequence using 2D animation and motion graphics software for web output. Prerequisite: GIT 221 Web Graphics Software.

Proposed Course:

Course Number: GIT 323

Title of Course: Web and Motion Graphics

Credit Hours: 3

Prerequisite: None

Course Description (as it will appear in the next catalog): GIT-323: Web and Motion Graphics (3 hours)
Techniques and procedures for applying basic animation principles to produce a sequence using 2D animation and motion graphics software for web output.
Additional Questions

1. Is this course to be considered for General Education? □ Yes  ☒ No
   
   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   
   Please realize that it will need to gain approval of the General Education Committee.

2. Will this course be required of any education majors? □ Yes  ☒ No
   
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes  ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)?
   
   None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 9/5/2014  Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 10.6.14  Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 10.14.14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date  Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date  Signature, Undergraduate Curriculum Committee Chair

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

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Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course: Revised Summer 2013
Request for Revision to Course

(Pittsburg State University)

Department: GIT  College: COT

Contact Person: Chris Huit  Faculty member  Chair

Submission Date: 9/5/2014

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☒ Fall
☒ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☒ No

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

n/a

Purpose/Justification for Revision to Course: GIT would request the prerequisite for GIT 421 Interactive Media Design, (Presently GIT 221 Software) to change to Git 322 Web Site Design.
GIT 322 now aligns better for GIT 421 since the content has shifted more to HTML 5, CSS and Javascript.

Existing Course:

Course Number: GIT 421

Title of Course: Interactive Media Design

Credit Hours: 3

Prerequisite: Prerequisite: GIT 221 Web Graphics Software.

Course Description (as it appears in the current catalog): • GIT-421: Interactive Media Design (3 hours) Introduction to scripting in icon-based and command-based authoring to create interactive digital media and online applications. Prerequisite: GIT 221 Web Graphics Software.

Proposed Course:

Course Number: GIT 421

Title of Course: Interactive Media Design

Credit Hours: 3

Prerequisite: Git 322 Web Site Design
Course Description (as it will appear in the next catalog):

- GIT-421: Interactive Media Design (3 hours)
Introduction to scripting in icon-based and command-based authoring to create interactive digital media and online applications. Prerequisite: Git 322 Web Site Design
Additional Questions

1. Is this course to be considered for General Education? □ Yes  □ No

If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

Please realize that it will need to gain approval of the General Education Committee.

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

If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

3. Will this course be offered or continue to be offered for Departmental Academic Honors? □ Yes  □ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

[X] Approved: Department Chairperson
   Date 9.5.14  Signature, Department Chairperson

[X] Approved: College Curriculum Committee
   Date 10.7.14  Signature, College Curriculum Committee Chair

[X] Approved: Dean of College
   Date 10.14.14  Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date _____  Signature, General Education Committee Chair

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

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11/14  Signature, Undergraduate Curriculum Committee Chair

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

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Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for New Course
(Undergraduate Course Numbers through Course Number 699)

Department: GIT College: COT

Contact Person: Doug Younger

Faculty member  Chair

Submission Date: 9/08/14

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?

Yes  No

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

This course will be offered in a new emphasis area within the Graphic Communications major in the GIT department. It will not be required for any students outside of the GIT department.

Proposed Course:
Course Number: GIT 570

Title of Course: Flexible Packaging

Credit Hours: 3

Date first offered: 15 Fall  Spring Summer
(Semester/Year)  (check all that apply)

Prerequisite: GIT 270 Introduction to Packaging, GIT 342 Print File Preparation and Preflighting.

Course Description (as it will appear in the next catalog): Characteristics, applications, design and production of flexible packaging.

Purpose/Justification for Proposed Course: The GIT department is creating a new emphasis area in Packaging Graphics within the Graphic Communications major. This course will serve as an application level course to students in this emphasis specific to the flexible packaging segment of the packaging industry.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Evaluate design characteristics of flexible packaging.
2. Describe printing processes and techniques used in flexible packaging production.
3. Analyze substrates and materials used in flexible packaging.
4. Produce flexible packaging projects from concept through production.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Assessment strategies will include projects and exams. This course will include lecture and laboratory activities.

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

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   At this time, no additional resources will be required to implement this course. The GIT department will use
   existing lecture and laboratory space and equipment as well as use current faculty to teach this course.

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
   ☐ Yes  ☒ No     If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:
   NA

3. Is this course to be considered for General Education? ☐ Yes  ☒ No
   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data
   that will be collected to measure these goals:
   NA
   Please realize that it will need to gain approval of the General Education Committee.

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

5. Will this course be submitted for Departmental Academic Honors? ☐ Yes  ☒ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   At this time, no additional resources will be required to implement this course. The GIT department will use
   existing lecture and laboratory space and equipment as well as use current faculty to teach this course.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☒ Approved: Department Chairperson
Date 9.8.14 Signature, Department Chairperson

☒ Approved: College Curriculum Committee
Date 10.6.14 Signature, College Curriculum Committee Chair

☒ Approved: Dean of College
Date 10.14.14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☒ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Department: GIT  College: COT  Submission Date: 9/08/14

Contact Person: Doug Younger  ☑ Faculty member  ☐ Chair

Is this new course proposal related to, and/or affect, any other department's/college's/unit's curricula or programs at Pittsburg State University?  ☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course will be offered in a new emphasis area within the Graphic Communications major in the GIT department. It will not be required for any students outside of the GIT department.

Proposed Course:
Course Number: GIT 571

Title of Course: Rigid Packaging

Credit Hours: 3

Date first offered: 15 ☑ Fall  ☐ Spring  ☐ Summer  (Semester/Year)  (check all that apply)

Prerequisite: GIT 270 Introduction to Packaging, GIT 342 Print File Preparation and Preflighting.

Course Description (as it will appear in the next catalog): Characteristics, applications, design and production of rigid packaging.

Purpose/Justification for Proposed Course: The GIT department is creating a new emphasis area in Packaging Graphics within the Graphic Communications major. This course will serve as an application level course to students in this emphasis specific to the rigid packaging segment of the packaging industry.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Evaluate design characteristics of rigid packaging.
2. Describe printing processes and techniques used in rigid packaging production.
3. Analyze substrates and materials used in rigid packaging.
4. Produce rigid packaging projects from concept through production.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Assessment strategies will include projects and exams. This course will include lecture and laboratory activities.

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

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   At this time, no additional resources will be required to implement this course. The GIT department will use existing lecture and laboratory space and equipment as well as use current faculty to teach this course.

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

   Please give the rationale for additional student fees:
   NA

3. Is this course to be considered for General Education? □ Yes  □ No

   If "yes," please indicate the University's General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   NA
   Please realize that it will need to gain approval of the General Education Committee.

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

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

5. Will this course be submitted for Departmental Academic Honors? □ Yes  □ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   At this time, no additional resources will be required to implement this course. The GIT department will use existing lecture and laboratory space and equipment as well as use current faculty to teach this course.
PITTSBURG STATE UNIVERSITY

LEGISLATIVE PROCESS

AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 9/8/14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
  Date 10/6/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 10/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11/12/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
  Date ______ Signature, Recording Secretary, Faculty Senate

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Originating Department: Please complete this form and upload to the Zimbra Briefcase, "Undergraduate Curriculum Legislation" (within the appropriate College folder, "Preliminary Legislation"), to allow for review and questions. Any modifications should be saved as "original file name.version2.docx" (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for New Course- Revised Summer 2013
Department: GIT  
College: COT  
Submission Date: 9/2/14  
Contact Person: Doug Younger  
Faculty member  
Chair

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?

☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course will be offered in a new emphasis area within the Graphic Communications major in the GIT department. It will not be required for any students outside of the GIT department.

Proposed Course:
Course Number: GIT 572

Title of Course: Paperboard Packaging

Credit Hours: 3

Date first offered: 15 ☑ Fall  
☐ Spring ☐ Summer  
(Semester/Year)  
(check all that apply)

Prerequisite: GIT 270 Introduction to Packaging, GIT 342 Print File Preparation and Preflighting.

Course Description (as it will appear in the next catalog): Characteristics, applications, design and production of paperboard and corrugated packaging.

Purpose/Justification for Proposed Course: The GIT department is creating a new emphasis area in Packaging Graphics within the Graphic Communications major. This course will serve as an application level course to students in this emphasis specific to the paperboard packaging segment of the packaging industry.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Evaluate design characteristics of paperboard packaging.
2. Describe printing processes and techniques used in paperboard packaging production.
3. Analyze substrates and materials used in paperboard packaging.
4. Create die lines for paperboard packaging production.
5. Produce paperboard packaging projects from concept through production.
6. Operate plotter/cutting equipment for prototyping/finishing paperboard packaging projects.

Assessment Strategies [e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus)]
Assessment strategies will include projects and exams. This course will include lecture and laboratory activities.

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

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   At this time, no additional resources will be required to implement this course. The GIT department will use existing lecture and laboratory space and equipment as well as use current faculty to teach this course.

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?  
   □ Yes  ☒ No  If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:
   NA

3. Is this course to be considered for General Education?  □ Yes  ☒ No
   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:
   NA
   Please realize that it will need to gain approval of the General Education Committee.

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

5. Will this course be submitted for Departmental Academic Honors?  □ Yes  ☒ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   At this time, no additional resources will be required to implement this course. The GIT department will use existing lecture and laboratory space and equipment as well as use current faculty to teach this course.
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Department: GIT       College: COT
Contact Person: Doug Younger

Is this new course proposal related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☒ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
This course will be offered in a new emphasis area within the Graphic Communications major in the GIT department. It will not be required for any students outside of the GIT department.

Proposed Course:
Course Number: GIT 670
Title of Course: Packaging Materials and Processes
Credit Hours: 3

Date first offered: 15 ☒ Fall  ☐ Spring ☐ Summer
(Semester/Year) (check all that apply)

Prerequisite: GIT 570 Flexible Packaging, GIT 571 Rigid Packaging and S72 Paperboard Packaging.

Course Description (as it will appear in the next catalog): Distribution, product testing, materials handling and process automation within the packaging industry.

Purpose/Justification for Proposed Course: The GIT department is creating a new emphasis area in Packaging Graphics within the Graphic Communications major. This course will serve as an application level course to students in this emphasis specific to distribution, testing, materials handling, and process automation within the packaging industry.

Objectives/Student Learning Outcomes (as it will appear in the syllabus)
1. Describe distribution techniques and practices in the packaging industry.
3. Describe testing equipment and processes used analyzing packaging.
4. Describe automation and machinery used in packaging production.

Assessment Strategies (e.g., exams, projects, university rubric, etc. (as it will appear in the syllabus))
Assessment strategies will include projects and exams. This course will include lecture and laboratory activities.

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

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   At this time, no additional resources will be required to implement this course. The GIT department will use
   existing lecture and laboratory space and equipment as well as use current faculty to teach this course.

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
   □ Yes  ☒ No    If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:
   NA

3. Is this course to be considered for General Education? □ Yes  ☒ No
   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data
   that will be collected to measure these goals:
   NA
   Please realize that it will need to gain approval of the General Education Committee.

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

5. Will this course be submitted for Departmental Academic Honors? □ Yes  ☒ No

6. What additional costs will be required for this course (e.g. staffing, equipment, etc.)?
   At this time, no additional resources will be required to implement this course. The GIT department will use
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Request for New Course- Revised Summer 2013
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
   Date 9.8.14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
   Date 10.6.14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
   Date 10.14.14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
   Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
   Date 11.12.14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
   Date ______ Signature, Recording Secretary, Faculty Senate

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Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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Request for Revision to Course

Department: GIT       College: COT

Contact Person: Chris Huitt     Faculty member    Chair

Submission Date: 9/5/2014

Revision Effective: Fall 2015 (Semester/Year)

Offered: (check all that apply)
☑ Fall
☐ Spring
☐ Summer

Is this revision related to, and/or affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes    ☒ No

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

n/a

Purpose/Justification for Revision to Course: GIT would request to change the GIT 690 Senior Project class from a 2 hour credit course to a 3 hour credit course. This better reflects the time and amount of workload required by the students to successfully complete the course to required standards.

Existing Course:
Course Number: GIT 690

Title of Course: Senior Project

Credit Hours: 2

Prerequisite: Senior standing, permission of instructor and 20 hours of graphics and imaging.

Course Description (as it appears in the current catalog): GIT-690: Senior Project (2 hours) Planning and executing a project to enhance the students overall understanding of the graphic arts, graphic design and digital industries. Projects will follow an individual approach and will include all aspects of the project from conception, design and production, as well as presentation skills. Prerequisites: Senior standing, permission of instructor and 20 hours of graphics and imaging.

Proposed Course:
Course Number: GIT 690

Title of Course: Senior Project

Credit Hours: 3

Prerequisite: Senior standing, permission of instructor and 20 hours of graphics and imaging.
Course Description: **GIT-690: Senior Project (3 hours)**

Planning and executing a project to enhance the students overall understanding of the graphic arts, graphic design and digital industries. Projects will follow an individual approach and will include all aspects of the project from conception, design and production, as well as presentation skills. Prerequisites: Senior standing, permission of instructor and 20 hours of graphics and imaging.
Additional Questions

1. Is this course to be considered for General Education? ☐ Yes ☒ No

   If “yes,” please indicate the University’s General Education Goals met by this course AND the assessment data that will be collected to measure these goals:

   ____

   *Please realize that it will need to gain approval of the General Education Committee.*

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

   *If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.*

3. Will this course be offered or continue to be offered for Departmental Academic Honors? ☐ Yes ☒ No

4. What additional costs will be required for revising this course (e.g. staffing, equipment, etc.)? None
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date 9.16.14 Signature, Department Chairperson

☐ Approved: College Curriculum Committee
Date 10.6.14 Signature, College Curriculum Committee Chair

☐ Approved: Dean of College
Date 10.14.14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date _____ Signature, General Education Committee Chair

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

☐ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11.14.14 Signature, Undergraduate Curriculum Committee Chair

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

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

Originating Department: Please complete this form and upload to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” (e.g. MATH 343.version 2.docx) and uploaded as well.

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

Please Note: This is a 2-3 month process, at least, and is designed to eliminate questions and concerns at the beginning of the process. Any questions/concerns not addressed prior to the College Curriculum Committee and the Faculty Senate University Undergraduate Curriculum Committee, may result in an additional month added to the process.
Request for Revision to Curriculum

Revision for: □ Major □ Minor □ Emphasis □ Certificate

Department: GIT       College: COLLEGE OF TECHNOLOGY

Submission Date: 9/5/2014       Revision Effective: Fall, 2015 (Year)

Contact Person: CHRIS HUITT  □ Faculty member □ Chair

Name of Existing Major or Minor/Emphasis/Certificate: GRAPHIC DESIGN

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

Description of Change: 1. CHANGE IN THE ELECTIVE HOURS REQUIREMENT FROM 11-12 HOURS TO 11 HOURS DUE TO GIT 690 SENIOR PROJECT, (IN THE CORE COURSES) CHANGING FROM A 2 HOUR COURSE TO A 3 HOUR COURSE. THIS KEEPS THE DEGREE AT THE REQUIRED 124 HOUR LEVEL. 2. REMOVING GIT 421 INTERACTIVE MEDIA DESIGN AND REPLACING IT WITH GIT 323 WEB AND MOTION GRAPHICS, (IN THE EMPHASIS COURSES AREA) OF THE GRAPHIC DESIGN EMPHASIS AREA.

Rationale for Change (include changes to curriculum objectives): 1. REFLECTS CORRECTIVE CHANGE FOR REQUIRED ELECTIVE HOURS FOR DEGREE. 2. GIT 421 course content is changing to more HTML5, javascript and jquery libraries and is needing a prerequisite added to it so the student has a basic grasp of html and CSS3 before taking this class. GIT 323 Web and Motion Graphics is a better fit for the Graphic Design emphasis.

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
□ Yes  □ No

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

NO EFFECT TO ANY OTHER PROGRAM.

Is this revision related to, and/or may affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes  □ No

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

NO EFFECT TO ANY OTHER PROGRAM.

Existing Major or Minor/Emphasis/Certificate
Copy and paste the existing curriculum as it currently appears in the online catalog:
• GIT Core Courses (22-23 hours)
  • GIT-100: Introduction to Graphics Technologies (3 hours)
  • GIT-141: Vector Based Graphics (3 hours)
  • GIT-142: Raster Graphics Software (3 hours)
  • GIT-230: Graphic Design (3 hours)
  • GIT-240: Page Layout Software (3 hours)
  • GIT-301: Graphics Career Development (2 hours)
  • GIT-600: Graphics Internship (3 hours)

Request for Revision to Curriculum- Major or Minor/Emphasis/Certificate- Revised Summer 2013
• GIT-650: Production Graphics (3 hours)
OR GIT-690: Senior Project (2 hours)
• Graphic Design Emphasis Courses (18 hours)
  • GIT-221: Web Graphics Software (3 hours)
  • GIT-310: Photography (3 hours)
  • GIT-342: Print File Preparation and Preflighting (3 hours)
  • GIT-421: Interactive Media Design (3 hours)
  • ART-100: Art Foundations I: 2D Visual Thinking (3 hours)
  • ART-233: Drawing I (3 hours)
• Graphic Design Electives (11-12 hours)
  • GIT-231: Audio/Video Software (3 hours)
  • GIT-311: Studio Product Photography (3 hours)
  • GIT-322: Web Site Design (3 hours)
  • GIT-323: Web and Motion Graphics (3 hours)
  • GIT-334: 3D Graphics (3 hours)
  • GIT-350: Printing Technologies (3 hours)
  • GIT-355: Specialty Graphics (3 hours)
  • GIT-400: Investigations (1-4 hours)
  • GIT-401: Graphics Work Experience (1-3 hours)
  • GIT-410: Commercial Photography (3 hours)
  • GIT-432: Digital Media Design (3 hours)
  • GIT-510: Portrait Photography (3 hours)
  • GIT-521: Mobile Media Development (3 hours)
  • GIT-523: Web Content Management Systems (3 hours)
  • GIT-530: 3D Animation and Rendering (3 hours)
  • GIT-531: Publication Graphics (3 hours)
  • GIT-532: Packaging Graphics (3 hours)
  • GIT-552: Digital and Variable Data Technologies (3 hours)
  • GIT-562: Graphics Cost Analysis and Estimating (3 hours)
  • GIT-580: Sales and Customer Service (3 hours)
  • GIT-590: Special Topics (___) (1-3 hours)
  • GIT-601: Laboratory Practicum (1-4 hours)
  • GIT-640: Color Reproduction (3 hours)
  • GIT-680: Graphics Administration (3 hours)
• Total Technical Courses (52 hours)
• Support Courses (21 hours)
  • ENGL-301: Technical/Professional Writing (3 hours)
  • MGMKT-330: Basic Marketing (3 hours)
  • ART-205: Commercial Art I (3 hours)
  • ART-236: Drawing II (3 hours)
  • ART-250: Art Foundations III: Color Theory and Application (3 hours)
  • ART-689: Contemporary Issues in Art (3 hours)
• Choose one from the following
  • ART-220: Art of Photography I (3 hours)
  • ART-305: Commercial Art II (3 hours)
  • ART-320: Art of Photography II (3 hours)
  • ART-420: Art of Photography III (3 hours)
  • ART-433: Life Drawing (3 hours)
  • ART-688: History of Modern Art (3 hours)
• Electives (by advisement) (0-7 hours)
Total hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Graphic Design Emphasis (124 hours)

Proposed Major or Minor/Emphasis/Certificate:
List below, the proposed curriculum as you wish it to appear in the online catalog:
• GIT Core Courses (23 hours)
  • GIT-100: Introduction to Graphics Technologies (3 hours)
  • GIT-141: Vector Based Graphics (3 hours)
  • GIT-142: Raster Graphics Software (3 hours)
  • GIT-230: Graphic Design (3 hours)
  • GIT-240: Page Layout Software (3 hours)
  • GIT-301: Graphics Career Development (2 hours)
  • GIT-600: Graphics Internship (3 hours)
  • GIT-650: Production Graphics (3 hours)
OR GIT-690: Senior Project (3 hours)
• Graphic Design Emphasis Courses (18 hours)
  • GIT-221: Web Graphics Software (3 hours)
  • GIT-310: Photography (3 hours)
  • GIT-342: Print File Preparation and Preflighting (3 hours)
  • GIT-323: Web and Motion Graphics (3 hours)
  • ART-100: Art Foundations I: 2D Visual Thinking (3 hours)
  • ART-233: Drawing I (3 hours)
• Graphic Design Electives (11 hours)
  • GIT-231: Audio/Video Software (3 hours)
  • GIT-311: Studio Product Photography (3 hours)
  • GIT-322: Web Site Design (3 hours)
  • GIT-421: Interactive Media Design (3 hours)
  • GIT-334: 3D Graphics (3 hours)
  • GIT-350: Printing Technologies (3 hours)
  • GIT-355: Specialty Graphics (3 hours)
  • GIT-400: Investigations (1-4 hours)
  • GIT-401: Graphics Work Experience (1-3 hours)
  • GIT-410: Commercial Photography (3 hours)
  • GIT-432: Digital Media Design (3 hours)
  • GIT-510: Portrait Photography (3 hours)
  • GIT-521: Mobile Media Development (3 hours)
  • GIT-523: Web Content Management Systems (3 hours)
  • GIT-530: 3D Animation and Rendering (3 hours)
  • GIT-531: Publication Graphics (3 hours)
  • GIT-532: Packaging Graphics (3 hours)
  • GIT-552: Digital and Variable Data Technologies (3 hours)
  • GIT-562: Graphics Cost Analysis and Estimating (3 hours)
  • GIT-580: Sales and Customer Service (3 hours)
  • GIT-590: Special Topics (____) (1-3 hours)
  • GIT-601: Laboratory Practicum (1-4 hours)
  • GIT-640: Color Reproduction (3 hours)
  • GIT-680: Graphics Administration (3 hours)
• Total Technical Courses (52 hours)
• Support Courses (21 hours)
  • ENGL-301: Technical/Professional Writing (3 hours)
• MGMKT-330: Basic Marketing (3 hours)
• ART-205: Commercial Art I (3 hours)
• ART-236: Drawing II (3 hours)
• ART-250: Art Foundations III: Color Theory and Application (3 hours)
• ART-689: Contemporary Issues in Art (3 hours)
• Choose one from the following
  o ART-220: Art of Photography I (3 hours)
  o ART-305: Commercial Art II (3 hours)
  o ART-320: Art of Photography II (3 hours)
  o ART-420: Art of Photography III (3 hours)
  o ART-433: Life Drawing (3 hours)
  o ART-688: History of Modern Art (3 hours)

• Electives (by advisement) (0-7 hours)

Total hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Graphic Design Emphasis (124 hours)
Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   NO

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
   □ Yes  ☒ No  If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:

3. Will this revision have specific General Education courses required?  □ Yes  ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors?  □ Yes  ☒ No
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   NO
 Pittsburg State University
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 9.25.14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
  Date 10.6.14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 10.14.14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date _____ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11/14 Signature, Undergraduate Curriculum Committee Chair

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

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

Notification to COCAO/Kansas Board of Regents (if required): Date:

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost’s administrative officer at x4113.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost’s administrative officer at x4113 if unsure.

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

Revision for: □ Major □ Minor □ Emphasis □ Certificate

Department: GIT College: COLLEGE OF TECHNOLOGY

Submission Date: 9/5/2014 Revision Effective: Fall, 2015 (Year)

Contact Person: CHRIS HUITT □ Faculty member □ Chair

Name of Existing Major or Minor/Emphasis/Certificate: DIGITAL MEDIA

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

Description of Change: CHANGE IN THE ELECTIVE HOURS REQUIREMENT FROM 13-14 HOURS TO 13 HOURS DUE TO GIT 690 SENIOR PROJECT, IN THE CORE COURSES) CHANGING FROM A 2 HOUR COURSE TO A 3 HOUR COURSE. THIS KEEPS THE DEGREE AT THE REQUIRED 124 HOUR LEVEL.

Rationale for Change (include changes to curriculum objectives): REFLECTS CORRECTIVE CHANGE FOR REQUIRED ELECTIVE HOURS FOR DEGREE.

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
□ Yes □ No

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

NO EFFECT TO ANY OTHER PROGRAM.

Is this revision related to, and/or may affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes □ No

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

NO EFFECT TO ANY OTHER PROGRAM.

Existing Major or Minor/Emphasis/Certificate

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

- GIT Core Courses (22-23 hours)
  - GIT-100: Introduction to Graphics Technologies (3 hours)
  - GIT-141: Vector Based Graphics (3 hours)
  - GIT-142: Raster Graphics Software (3 hours)
  - GIT-230: Graphic Design (3 hours)
  - GIT-240: Page Layout Software (3 hours)
  - GIT-301: Graphics Career Development (2 hours)
  - GIT-600: Graphics Internship (3 hours)
  - GIT-650: Production Graphics (3 hours)
  OR GIT-690: Senior Project (2 hours)
- Digital Media Emphasis Courses (24 hours)
  - GIT-231: Audio/Video Software (3 hours)
- GIT-310: Photography (3 hours)
- GIT-311: Studio Product Photography (3 hours)
- GIT-334: 3D Graphics (3 hours)
- GIT-410: Commercial Photography (3 hours)
- GIT-432: Digital Media Design (3 hours)
- GIT-510: Portrait Photography (3 hours)
- GIT-530: 3D Animation and Rendering (3 hours)
- *Digital Media Electives (13-14 hours)*
- GIT-221: Web Graphics Software (3 hours)
- GIT-322: Web Site Design (3 hours)
- GIT-323: Web and Motion Graphics (3 hours)
- GIT-342: Print File Preparation and Preflighting (3 hours)
- GIT-350: Printing Technologies (3 hours)
- GIT-355: Specialty Graphics (3 hours)
- GIT-400: Investigations (1-4 hours)
- GIT-401: Graphics Work Experience (1-3 hours)
- GIT-421: Interactive Media Design (3 hours)
- GIT-521: Mobile Media Development (3 hours)
- GIT-523: Web Content Management Systems (3 hours)
- GIT-531: Publication Graphics (3 hours)
- GIT-532: Packaging Graphics (3 hours)
- GIT-552: Digital and Variable Data Technologies (3 hours)
- GIT-562: Graphics Cost Analysis and Estimating (3 hours)
- GIT-580: Sales and Customer Service (3 hours)
- GIT-590: Special Topics (____) (1-3 hours)
- GIT-601: Laboratory Practicum (1-4 hours)
- GIT-640: Color Reproduction (3 hours)
- GIT-680: Graphics Administration (3 hours)
- *Total Technical Courses (60 hours)*
- *Support Courses (9 hours)*
- ENGL-301: Technical/Professional Writing (3 hours)
- MGMT-330: Basic Marketing (3 hours)
- COMM-200: Introduction to Mass Communication (3 hours)

- Electives (by advisement) (0-8 hours)

Total hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Digital Media Emphasis (124 hours)

Pittsburg State University
1701 South Broadway, Pittsburg KS 66762, 620-231-7000
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**Proposed Major or Minor/Emphasis/Certificate:**

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

- **GIT Core Courses (23 hours)
- GIT-100: Introduction to Graphics Technologies (3 hours)
- GIT-141: Vector Based Graphics (3 hours)
- GIT-142: Raster Graphics Software (3 hours)
- GIT-230: Graphic Design (3 hours)
- GIT-240: Page Layout Software (3 hours)
- GIT-301: Graphics Career Development (2 hours)
- GIT-600: Graphics Internship (3 hours)
- GIT-650: Production Graphics (3 hours)

OR GIT-690: Senior Project (3 hours)

- Digital Media Emphasis Courses (24 hours)
  - GIT-231: Audio/Video Software (3 hours)
  - GIT-310: Photography (3 hours)
  - GIT-311: Studio Product Photography (3 hours)
  - GIT-334: 3D Graphics (3 hours)
  - GIT-410: Commercial Photography (3 hours)
  - GIT-432: Digital Media Design (3 hours)
  - GIT-510: Portrait Photography (3 hours)
  - GIT-530: 3D Animation and Rendering (3 hours)

- Digital Media Electives (13 hours)
  - GIT-221: Web Graphics Software (3 hours)
  - GIT-322: Web Site Design (3 hours)
  - GIT-323: Web and Motion Graphics (3 hours)
  - GIT-342: Print File Preparation and Preflighting (3 hours)
  - GIT-350: Printing Technologies (3 hours)
  - GIT-355: Specialty Graphics (3 hours)
  - GIT-400: Investigations (1-4 hours)
  - GIT-401: Graphics Work Experience (1-3 hours)
  - GIT-421: Interactive Media Design (3 hours)
  - GIT-521: Mobile Media Development (3 hours)
  - GIT-523: Web Content Management Systems (3 hours)
  - GIT-531: Publication Graphics (3 hours)
  - GIT-532: Packaging Graphics (3 hours)
  - GIT-552: Digital and Variable Data Technologies (3 hours)
  - GIT-562: Graphics Cost Analysis and Estimating (3 hours)
  - GIT-580: Sales and Customer Service (3 hours)
  - GIT-590: Special Topics (1-3 hours)
  - GIT-601: Laboratory Practicum (1-4 hours)
  - GIT-640: Color Reproduction (3 hours)
  - GIT-680: Graphics Administration (3 hours)

- Total Technical Courses (60 hours)
- Support Courses (9 hours)
- ENGL-301: Technical/Professional Writing (3 hours)
- MGMT-330: Basic Marketing (3 hours)
- COMM-200: Introduction to Mass Communication (3 hours)

Electives (by advisement) (0-8 hours)

Total hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Digital Media Emphasis (124 hours)
Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   NO

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
   □ Yes  ☒ No   If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:

3. Will this revision have specific General Education courses required?  □ Yes  ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors?  □ Yes  ☒ No
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   NO
PITTSGGB STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 9.16.14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 10.6.14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 10.14.14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/6/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

☐ Final approved packet forwarded to Provost’s office.
Date ______ Signature, Recording Secretary, Faculty Senate

Notification to COCAO/Kansas Board of Regents (if required): Date:

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost’s administrative officer at x4113.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” and uploaded as well.

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Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost’s administrative officer at x4113 if unsure.

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

Revision for:  □ Major   □ Minor   □ Emphasis   □ Certificate

Department:  GIT   College:  COLLEGE OF TECHNOLOGY

Submission Date: 9/5/2014   Revision Effective:  Fall, 2015 (Year)

Contact Person:  CHRIS HUITT  □ Faculty member □ Chair

Name of Existing Major or Minor/Emphasis/Certificate:  GRAPHICS MANAGEMENT

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

Description of Change:  CHANGE IN THE ELECTIVE HOURS REQUIREMENT FROM 8–9 HOURS TO 8 HOURS DUE TO GIT 690 SENIOR PROJECT, (IN THE CORE COURSES) CHANGING FROM A 2 HOUR COURSE TO A 3 HOUR COURSE. THIS KEEPS THE DEGREE AT THE REQUIRED 124 HOUR LEVEL.

Rationale for Change (include changes to curriculum objectives):  REFLECTS CORRECTIVE CHANGE FOR REQUIRED ELECTIVE HOURS FOR DEGREE.

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
□ Yes    □ No

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

NO EFFECT TO ANY OTHER PROGRAM.

Is this revision related to, and/or may affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes    □ No

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

NO EFFECT TO ANY OTHER PROGRAM.

Existing Major or Minor/Emphasis/Certificate

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

• GIT Core Courses (22–23 hours)
  o GIT-100: Introduction to Graphics Technologies (3 hours)
  o GIT-141: Vector Based Graphics (3 hours)
  o GIT-142: Raster Graphics Software (3 hours)
  o GIT-230: Graphic Design (3 hours)
  o GIT-240: Page Layout Software (3 hours)
  o GIT-301: Graphics Career Development (2 hours)
  o GIT-600: Graphics Internship (3 hours)
  o GIT-650: Production Graphics (3 hours)
OR Git-690: Senior Project (2 hours)

• Graphics Management Emphasis Courses (21 hours)
  o GIT-342: Print File Preparation and Preflighting (3 hours)
• GIT-350: Printing Technologies (3 hours)
• GIT-562: Graphics Cost Analysis and Estimating (3 hours)
• GIT-580: Sales and Customer Service (3 hours)
• GIT-640: Color Reproduction (3 hours)
• GIT-680: Graphics Administration (3 hours)
• TTED-606: Industrial Supervision (3 hours)
• Graphics Management Electives (8-9 hours)
• GIT-221: Web Graphics Software (3 hours)
• GIT-231: Audio/Video Software (3 hours)
• GIT-310: Photography (3 hours)
• GIT-311: Studio Product Photography (3 hours)
• GIT-322: Web Site Design (3 hours)
• GIT-323: Web and Motion Graphics (3 hours)
• GIT-334: 3D Graphics (3 hours)
• GIT-355: Specialty Graphics (3 hours)
• GIT-400: Investigations (1-4 hours)
• GIT-401: Graphics Work Experience (1-3 hours)
• GIT-410: Commercial Photography (3 hours)
• GIT-421: Interactive Media Design (3 hours)
• GIT-432: Digital Media Design (3 hours)
• GIT-510: Portrait Photography (3 hours)
• GIT-521: Mobile Media Development (3 hours)
• GIT-523: Web Content Management Systems (3 hours)
• GIT-530: 3D Animation and Rendering (3 hours)
• GIT-531: Publication Graphics (3 hours)
• GIT-532: Packaging Graphics (3 hours)
• GIT-552: Digital and Variable Data Technologies (3 hours)
• GIT-590: Special Topics (____) (1-3 hours)
• GIT-601: Laboratory Practicum (1-4 hours)
• Total Technical Courses (52 hours)
• Support Courses (24 hours)
• ENGL-301: Technical/Professional Writing (3 hours)
• ACCTG-201: Financial Accounting (3 hours)
• ACCTG-202: Managerial Accounting (3 hours)
• ECON-200: Introduction to Microeconomics (3 hours)
• FIN-326: Business Finance (3 hours)
• MGMT-327: Organizational Theory and Behavior (3 hours)
• MGMT-330: Basic Marketing (3 hours)
• MGMT-444: Legal and Social Environment of Business (3 hours)

Electives (by advisement) [0-6 hours]

Total hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Graphics Management Emphasis (124 hours)
Proposed Major or Minor/Emphasis/Certificate:
List below, the proposed curriculum as you wish it to appear in the online catalog:

- GIT Core Courses (23 hours)
  - GIT-100: Introduction to Graphics Technologies (3 hours)
  - GIT-141: Vector Based Graphics (3 hours)
  - GIT-142: Raster Graphics Software (3 hours)
  - GIT-230: Graphic Design (3 hours)
  - GIT-240: Page Layout Software (3 hours)
  - GIT-301: Graphics Career Development (2 hours)
  - GIT-600: Graphics Internship (3 hours)
  - GIT-650: Production Graphics (3 hours)

OR GIT-690: Senior Project (3 hours)

- Graphics Management Emphasis Courses (21 hours)
  - GIT-342: Print File Preparation and Preflighting (3 hours)
  - GIT-350: Printing Technologies (3 hours)
  - GIT-562: Graphics Cost Analysis and Estimating (3 hours)
  - GIT-580: Sales and Customer Service (3 hours)
  - GIT-640: Color Reproduction (3 hours)
  - GIT-680: Graphics Administration (3 hours)
  - TTED-606: Industrial Supervision (3 hours)

- Graphics Management Electives (8 hours)
  - GIT-221: Web Graphics Software (3 hours)
  - GIT-231: Audio/Video Software (3 hours)
  - GIT-310: Photography (3 hours)
  - GIT-311: Studio Product Photography (3 hours)
  - GIT-322: Web Site Design (3 hours)
  - GIT-323: Web and Motion Graphics (3 hours)
  - GIT-334: 3D Graphics (3 hours)
  - GIT-355: Specialty Graphics (3 hours)
  - GIT-400: Investigations (1-4 hours)
  - GIT-401: Graphics Work Experience (1-3 hours)
  - GIT-410: Commercial Photography (3 hours)
  - GIT-421: Interactive Media Design (3 hours)
  - GIT-432: Digital Media Design (3 hours)
  - GIT-510: Portrait Photography (3 hours)
  - GIT-521: Mobile Media Development (3 hours)
  - GIT-523: Web Content Management Systems (3 hours)
  - GIT-530: 3D Animation and Rendering (3 hours)
  - GIT-531: Publication Graphics (3 hours)
  - GIT-532: Packaging Graphics (3 hours)
  - GIT-552: Digital and Variable Data Technologies (3 hours)
  - GIT-590: Special Topics (_____)(1-3 hours)
  - GIT-601: Laboratory Practicum (1-4 hours)

- Total Technical Courses (52 hours)

- Support Courses (24 hours)
  - ENGL-301: Technical/Professional Writing (3 hours)
  - ACCTG-201: Financial Accounting (3 hours)
  - ACCTG-202: Managerial Accounting (3 hours)
  - ECON-200: Introduction to Microeconomics (3 hours)
FIN-326: Business Finance (3 hours)
MGMKT-327: Organizational Theory and Behavior (3 hours)
MGMKT-330: Basic Marketing (3 hours)
MGMKT-444: Legal and Social Environment of Business (3 hours)

Electives (by advisement) (0-6 hours)

Total hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Graphics Management Emphasis (124 hours)
Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   NO

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

   Please give the rationale for additional student fees:

   __________________________________________

3. Will this revision have specific General Education courses required?  □ Yes  ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors?  □ Yes  ☒ No
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   NO
PITTSGURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 9/5/2014 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 10/6/14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 10/14/14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/14/14 Signature, Undergraduate Curriculum Committee Chair

☑ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate

☐ Final approved packet forwarded to Provost’s office.
Date ______ Signature, Recording Secretary, Faculty Senate

Notification to COCAO/Kansas Board of Regents (if required): Date: __________

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost’s administrative officer at x4113.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost’s administrative officer at x4113 if unsure.

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

Revision for: □ Major □ Minor □ Emphasis □ Certificate

Department: GIT College: COLLEGE OF TECHNOLOGY

Submission Date: 9/5/2014 Revision Effective: Fall, 2015

Contact Person: CHRIS HUITT □ Faculty member □ Chair

Name of Existing Major or Minor/Emphasis/Certificate: PRINT MEDIA

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

Description of Change: CHANGE IN THE ELECTIVE HOURS REQUIREMENT FROM 13 - 14 HOURS TO 13 HOURS DUE TO GIT 690 SENIOR PROJECT, (IN THE CORE COURSES) CHANGING FROM A 2 HOUR COURSE TO A 3 HOUR COURSE. THIS KEEPS THE DEGREE AT THE REQUIRED 124 HOUR LEVEL.

Rationale for Change (include changes to curriculum objectives): REFLECTS CORRECTIVE CHANGE FOR REQUIRED ELECTIVE HOURS FOR DEGREE.

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
□ Yes □ No

Whether a “yes” or “no” response, please provide an explanation.
NO EFFECT TO ANY OTHER PROGRAM.

Is this revision related to, and/or may affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
□ Yes □ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
NO EFFECT TO ANY OTHER PROGRAM.

Existing Major or Minor/Emphasis/Certificate
Copy and paste the existing curriculum as it currently appears in the online catalog:

- GIT Core Courses (22-23 hours)
  - GIT-100: Introduction to Graphics Technologies (3 hours)
  - GIT-141: Vector Based Graphics (3 hours)
  - GIT-142: Raster Graphics Software (3 hours)
  - GIT-230: Graphic Design (3 hours)
  - GIT-240: Page Layout Software (3 hours)
  - GIT-301: Graphics Career Development (2 hours)
  - GIT-600: Graphics Internship (3 hours)
  - GIT-650: Production Graphics (3 hours)
  OR GIT-690: Senior Project (2 hours)

- Print Media Emphasis Courses (24 hours)
o GIT-342: Print File Preparation and Preflighting (3 hours)
o GIT-350: Printing Technologies (3 hours)
o GIT-355: Specialty Graphics (3 hours)
o GIT-531: Publication Graphics (3 hours)
o GIT-532: Packaging Graphics (3 hours)
o GIT-552: Digital and Variable Data Technologies (3 hours)
o GIT-562: Graphics Cost Analysis and Estimating (3 hours)
o GIT-640: Color Reproduction (3 hours)
• Print Media Electives (13-14 hours)
o GIT-221: Web Graphics Software (3 hours)
o GIT-231: Audio/Video Software (3 hours)
o GIT-310: Photography (3 hours)
o GIT-311: Studio Product Photography (3 hours)
o GIT-322: Web Site Design (3 hours)
o GIT-323: Web and Motion Graphics (3 hours)
o GIT-334: 3D Graphics (3 hours)
o GIT-400: Investigations (1-4 hours)
o GIT-401: Graphics Work Experience (1-3 hours)
o GIT-410: Commercial Photography (3 hours)
o GIT-421: Interactive Media Design (3 hours)
o GIT-432: Digital Media Design (3 hours)
o GIT-510: Portrait Photography (3 hours)
o GIT-521: Mobile Media Development (3 hours)
o GIT-523: Web Content Management Systems (3 hours)
o GIT-530: 3D Animation and Rendering (3 hours)
o GIT-580: Sales and Customer Service (3 hours)
o GIT-590: Special Topics (____) (1-3 hours)
o GIT-601: Laboratory Practicum (1-4 hours)
o GIT-680: Graphics Administration (3 hours)
• Total Technical Courses (60 hours)
• Support Courses (12 hours)
o ECON-200: Introduction to Microeconomics (3 hours)
o ENGL-301: Technical/Professional Writing (3 hours)
o MGMKT-327: Organizational Theory and Behavior (3 hours)
o MGMKT-330: Basic Marketing (3 hours)
o Electives (by advisement) (0-8 hours)

Total Hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Print Media Emphasis (124 hours)
• GIT Core Courses (23 hours)
  o GIT-100: Introduction to Graphics Technologies (3 hours)
  o GIT-141: Vector Based Graphics (3 hours)
  o GIT-142: Raster Graphics Software (3 hours)
  o GIT-230: Graphic Design (3 hours)
  o GIT-240: Page Layout Software (3 hours)
  o GIT-301: Graphics Career Development (2 hours)
  o GIT-600: Graphics Internship (3 hours)
  o GIT-650: Production Graphics (3 hours)
  OR GIT-690: Senior Project (3 hours)
• Print Media Emphasis Courses (24 hours)
  o GIT-342: Print File Preparation and Preflighting (3 hours)
  o GIT-350: Printing Technologies (3 hours)
  o GIT-355: Specialty Graphics (3 hours)
  o GIT-531: Publication Graphics (3 hours)
  o GIT-532: Packaging Graphics (3 hours)
  o GIT-552: Digital and Variable Data Technologies (3 hours)
  o GIT-562: Graphics Cost Analysis and Estimating (3 hours)
  o GIT-640: Color Reproduction (3 hours)
• Print Media Electives (13 hours)
  o GIT-221: Web Graphics Software (3 hours)
  o GIT-231: Audio/Video Software (3 hours)
  o GIT-310: Photography (3 hours)
  o GIT-311: Studio Product Photography (3 hours)
  o GIT-322: Web Site Design (3 hours)
  o GIT-323: Web and Motion Graphics (3 hours)
  o GIT-334: 3D Graphics (3 hours)
  o GIT-400: Investigations (1-4 hours)
  o GIT-401: Graphics Work Experience (1-3 hours)
  o GIT-410: Commercial Photography (3 hours)
  o GIT-421: Interactive Media Design (3 hours)
  o GIT-432: Digital Media Design (3 hours)
  o GIT-510: Portrait Photography (3 hours)
  o GIT-521: Mobile Media Development (3 hours)
  o GIT-523: Web Content Management Systems (3 hours)
  o GIT-530: 3D Animation and Rendering (3 hours)
  o GIT-580: Sales and Customer Service (3 hours)
  o GIT-590: Special Topics (___) (1-3 hours)
  o GIT-601: Laboratory Practicum (1-4 hours)
  o GIT-680: Graphics Administration (3 hours)
• Total Technical Courses (60 hours)
• Support Courses (12 hours)
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  o ENGL-301: Technical/Professional Writing (3 hours)
  o MGMKT-327: Organizational Theory and Behavior (3 hours)
  o MGMKT-330: Basic Marketing (3 hours)

  o Electives (by advisement) (0-8 hours)

Total Hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Print Media Emphasis (124 hours)
Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   NO

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

   Please give the rationale for additional student fees:

3. Will this revision have specific General Education courses required?  ☐ Yes  ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors?  ☐ Yes  ☒ No
   If "yes," please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   NO
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☐ Approved: Department Chairperson
Date 9/5/2014 Signature, Department Chairperson ___

× Approved: College Curriculum Committee
Date 10.6.14 Signature, College Curriculum Committee Chair ___

× Approved: Dean of College
Date 10.14.15 Signature, Dean ___

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 4/14/14 Signature, Undergraduate Curriculum Committee Chair ___

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate ___

☐ Final approved packet forwarded to Provost’s office.
Date ______ Signature, Recording Secretary, Faculty Senate ___

Notification to COCAO/Kansas Board of Regents (if required):
Date: ___

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost’s administrative officer at x4113.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name version2.docx” and uploaded as well.

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Request for Revision to Curriculum

Revision for: ☑ Major ☑ Minor ☑ Emphasis ☐ Certificate

Department: GIT    College: COLLEGE OF TECHNOLOGY

Submission Date: 9/5/2014     Revision Effective: Fall, 2015 (Year)

Contact Person: CHRIS HUITT ☑ Faculty member ☐ Chair

Name of Existing Major or Minor/Emphasis/Certificate: WEB INTERACTIVE

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

Description of Change: CHANGE IN THE ELECTIVE HOURS REQUIREMENT FROM 13-14 HOURS TO 13 HOURS DUE TO GIT 690 SENIOR PROJECT, (IN THE CORE COURSES) CHANGING FROM A 2 HOUR COURSE TO A 3 HOUR COURSE. THIS KEEPS THE DEGREE AT THE REQUIRED 124 HOUR LEVEL.

Rationale for Change (include changes to curriculum objectives): REFLECTS CORRECTIVE CHANGE FOR REQUIRED ELECTIVE HOURS FOR DEGREE.

Is this revision related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
☐ Yes ☑ No

Whether a “yes” or “no” response, please provide an explanation.
NO EFFECT TO ANY OTHER PROGRAM.

Is this revision related to, and/or may affect, any other department’s/college’s/unit’s curricula or programs at Pittsburg State University?
☐ Yes ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
NO EFFECT TO ANY OTHER PROGRAM.

Existing Major or Minor/Emphasis/Certificate
Copy and paste the existing curriculum as it currently appears in the online catalog:

- GIT Core Courses (22-23 hours)
  - GIT-100: Introduction to Graphics Technologies (3 hours)
  - GIT-141: Vector Based Graphics (3 hours)
  - GIT-142: Raster Graphics Software (3 hours)
  - GIT-230: Graphic Design (3 hours)
  - GIT-240: Page Layout Software (3 hours)
  - GIT-301: Graphics Career Development (2 hours)
  - GIT-600: Graphics Internship (3 hours)
  - GIT-650: Production Graphics (3 hours)
  OR GIT-690: Senior Project (2 hours)
- Web/Interactive Emphasis Courses (21 hours)
  - GIT-221: Web Graphics Software (3 hours)
o GIT-231: Audio/Video Software (3 hours)
o GIT-322: Web Site Design (3 hours)
o GIT-323: Web and Motion Graphics (3 hours)
o GIT-421: Interactive Media Design (3 hours)
o GIT-521: Mobile Media Development (3 hours)
o GIT-523: Web Content Management Systems (3 hours)
• Web/Interactive Electives (13-14 hours)
o GIT-310: Photography (3 hours)
o GIT-311: Studio Product Photography (3 hours)
o GIT-334: 3D Graphics (3 hours)
o GIT-342: Print File Preparation and Preflighting (3 hours)
o GIT-350: Printing Technologies (3 hours)
o GIT-355: Specialty Graphics (3 hours)
o GIT-400: Investigations (1-4 hours)
o GIT-401: Graphics Work Experience (1-3 hours)
o GIT-410: Commercial Photography (3 hours)
o GIT-432: Digital Media Design (3 hours)
o GIT-510: Portrait Photography (3 hours)
o GIT-530: 3D Animation and Rendering (3 hours)
o GIT-531: Publication Graphics (3 hours)
o GIT-532: Packaging Graphics (3 hours)
o GIT-552: Digital and Variable Data Technologies (3 hours)
o GIT-562: Graphics Cost Analysis and Estimating (3 hours)
o GIT-580: Sales and Customer Service (3 hours)
o GIT-590: Special Topics (___) (1-3 hours)
o GIT-601: Laboratory Practicum (1-4 hours)
o GIT-640: Color Reproduction (3 hours)
o GIT-680: Graphics Administration (3 hours)
• Total Technical Courses (57 hours)
• Support Courses (12 hours)
o ENGL-301: Technical/Professional Writing (3 hours)
o MGMT-330: Basic Marketing (3 hours)
o MGMT-481: Advertising Management (3 hours)
o HRD-575: Instructional Media in Human Resource Development (3 hours)

Electives (by advisement) (0-8 hours)

Total hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Web/Interactive Media Emphasis (124 hours)
GIT-100: Introduction to Graphics Technologies (3 hours)
GIT-141: Vector Based Graphics (3 hours)
GIT-142: Raster Graphics Software (3 hours)
GIT-230: Graphic Design (3 hours)
GIT-240: Page Layout Software (3 hours)
GIT-301: Graphics Career Development (2 hours)
GIT-600: Graphics Internship (3 hours)
GIT-650: Production Graphics (3 hours)
OR GIT-690: Senior Project (3 hours)
  • Web/Interactive Emphasis Courses (21 hours)
    GIT-221: Web Graphics Software (3 hours)
    GIT-231: Audio/Video Software (3 hours)
    GIT-322: Web Site Design (3 hours)
    GIT-323: Web and Motion Graphics (3 hours)
    GIT-421: Interactive Media Design (3 hours)
    GIT-521: Mobile Media Development (3 hours)
    GIT-523: Web Content Management Systems (3 hours)
  • Web/Interactive Electives (13 hours)
    GIT-310: Photography (3 hours)
    GIT-311: Studio Product Photography (3 hours)
    GIT-334: 3D Graphics (3 hours)
    GIT-342: Print File Preparation and Preflighting (3 hours)
    GIT-350: Printing Technologies (3 hours)
    GIT-355: Specialty Graphics (3 hours)
    GIT-400: Investigations (1-4 hours)
    GIT-401: Graphics Work Experience (1-3 hours)
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    GIT-510: Portrait Photography (3 hours)
    GIT-530: 3D Animation and Rendering (3 hours)
    GIT-531: Publication Graphics (3 hours)
    GIT-532: Packaging Graphics (3 hours)
    GIT-552: Digital and Variable Data Technologies (3 hours)
    GIT-562: Graphics Cost Analysis and Estimating (3 hours)
    GIT-580: Sales and Customer Service (3 hours)
    GIT-590: Special Topics (___) (1-3 hours)
    GIT-601: Laboratory Practicum (1-4 hours)
    GIT-640: Color Reproduction (3 hours)
    GIT-680: Graphics Administration (3 hours)
  • Total Technical Courses (57 hours)
  • Support Courses (12 hours)
    ENGL-301: Technical/Professional Writing (3 hours)
    MGMT-330: Basic Marketing (3 hours)
    MGMT-481: Advertising Management (3 hours)
    HRD-575: Instructional Media in Human Resource Development (3 hours)

Electives (by advisement) (0-8 hours)

Total hours for Bachelor of Science in Technology Degree with a Major in Graphic Communications: Web/Interactive Media Emphasis (124 hours)
Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   NO

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
   ☐ Yes  ☒ No  If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:

3. Will this revision have specific General Education courses required?  ☐ Yes  ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this revision affect any education majors?  ☐ Yes  ☒ No
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this modification (e.g. staffing, equipment, etc.)?
   NO
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
Date 9.16.14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
Date 10.6.14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
Date 10.14.14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
Date ______ Signature, General Education Committee Chair ____________________________

☐ Approved: Council for Teacher Education (if applicable)
Date ______ Signature, Council for Teacher Education Chair ____________________________

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
Date 11/11/14 Signature, Undergraduate Curriculum Committee Chair

☐ Approved: Faculty Senate
Date ______ Signature, Recording Secretary, Faculty Senate __________________________

☐ Final approved packet forwarded to Provost’s office.
Date ______ Signature, Recording Secretary, Faculty Senate __________________________

Notification to COCAO/Kansas Board of Regents (if required): Date: ______

Each college curriculum representative will notify their respective college and department(s) of the completion of the approval process. If COCAO/KBOR approval is required, questions should be directed to the Provost’s administrative officer at x4113.

Originating Department(s): After completing this form, in its entirety, please upload it to the Zimbra Briefcase, “Undergraduate Curriculum Legislation” (within the appropriate College folder, “Preliminary Legislation”), to allow for review and questions. Any modifications should be saved as “original file name.version2.docx” and uploaded as well.

Following final College Curriculum Committee approval, please print the final version of this form, apply the appropriate signatures, and forward to the Office of the Registrar.

Following Faculty Senate Approval, SUBMIT (if required) SIGN-OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL). Please check with the Provost’s administrative officer at x4113 if unsure.

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Request for New Minor/Emphasis/Certificate

Proposal for a New:  ☑ Minor  ☑ Emphasis  ☐ Certificate

Department: GIT  College: COT

Submission Date: 9/08/14  Effective: Fall, 2015
       (Year)

Contact Person: Doug Younger  ☑ Faculty member  ☐ Chair

Title of Proposed Minor/Emphasis/Certificate: Packaging Graphics

Purpose/Justification for Minor/Emphasis/Certificate: ______

Is this new minor/emphasis/certificate proposal related to, and/or may affect, any degree program or minor/emphasis/certificate at any other Regent university?
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation.
While other Regents university may teach individual courses in graphics or in packaging, there is no other program or emphasis specific to packaging.

Is this new minor/emphasis/certificate proposal related to, and/or may affect, any other department’s/ college’s/ unit’s curricula or programs at Pittsburg State University?
☐ Yes  ☑ No

Whether a “yes” or “no” response, please provide an explanation. Provide documentation of any discussions (e.g. copies of e-mails, memos, etc.) that have occurred.
The proposed emphasis in Packaging Graphics will use courses from the Marketing department. Dr. Eric Harris, chair of the Marketing Department has been consulted with the use of the marketing courses and has given his approval for their use as noted in his attached email.

Re: new curriculum proposal for GIT
From: Eric Harris <eharris@pittstate.edu>
Mon, Sep 08, 2014 08:44 AM Subject:
Re: new curriculum proposal for GIT
To: Doug Younger <dyounger@pittstate.edu>

Doug -
I have reviewed the materials for the legislation regarding the Major in Graphics Communication - Emphasis in Packaging Graphics. I acknowledge that MGMT will have a number of courses in the "Support Courses" area.
I support this legislation and look forward to its implementation. Please let me know of any other way that I can help.
Thanks Eric Harris

Eric G. Harris, Ph.D. Associate Professor of Marketing Chairperson & Interim MBA Director Department of Management & Marketing Kelce College of Business, Pittsburg State University Pittsburg, KS 66762
Please complete the Kansas Board of Regent forms located at http://www.kansasregents.org/new_program_approval and list the proposed curriculum for the minor/emphasis/concentration, in section 3 (iii) of the forms. Please input the proposed curriculum as you wish it to appear in the next catalog. If you have any questions about the KBOR forms, please contact the Provost's administrative officer at x4113.
Additional Questions

1. Additional resources required (e.g. library or multimedia resources, technology, space, major expense, etc.):
   At this time, no additional resources will be required to implement this course. The GIT department will use existing lecture and laboratory space and equipment as well as use current faculty to teach this course.

2. Will any additional student fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
   ☐ Yes ☒ No If “yes,” please realize that it will need to gain approval of the President’s Council.
   Please give the rationale for additional student fees:
   none

3. Will this minor/emphasis/certificate have specific General Education courses required?
   ☐ Yes ☒ No
   Please realize that it will need to gain approval of the General Education Committee.

4. Will this minor/emphasis/certificate affect any education majors?  ☐ Yes ☒ No
   If “yes,” please realize that it will need to have the approval of the Council for Teacher Education.

5. What additional costs will be required for this minor/emphasis/certificate (e.g. staffing, equipment, etc.)?
   At this time, no additional resources will be required to implement this course. The GIT department will use existing lecture and laboratory space and equipment as well as use current faculty to teach this course. Long-term, based on the growth of the program, changes in technologies, and the development of the curriculum, additional equipment and resources will likely be required to teach additional processes above current equipment capabilities.
PITTSBURG STATE UNIVERSITY
LEGISLATIVE PROCESS
AUTHORIZATION/NOTIFICATION SIGN-OFF SHEET

☑ Approved: Department Chairperson
  Date 9.8.14 Signature, Department Chairperson

☑ Approved: College Curriculum Committee
  Date 10.6.14 Signature, College Curriculum Committee Chair

☑ Approved: Dean of College
  Date 10.14.14 Signature, Dean

☐ Approved: General Education Committee (if applicable)
  Date _____ Signature, General Education Committee Chair

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

☑ Approved: Faculty Senate University Undergraduate Curriculum Committee
  Date 11.10.14 Signature, Undergraduate Curriculum Committee Chair

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

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

Approval at Kansas Board of Regents level:

☑ COCAO
  Date: _____

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

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

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

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

Pittsburg State University
(NAME OF INSTITUTION)

1701 South Broadway, Pittsburg, Kansas, 66762
(ADDRESS)

620-231-7000
(TELEPHONE)

Concentration or Major:
Packaging Graphics  CIP#10.0303

(Date and CIP)

____ New

X Derived from Existing Program

(Date Submitted)

(Signature of Vice-President /or Provost)
I. Indicate major in which concentration will be located:

**Graphic Communications**

II. Give the name and describe the purpose of the proposed concentration:

Name: **Packaging Graphics**

Description of Purpose:

The Graphic Communications major within the Department of Graphics and Imaging Technologies provides knowledge and skill development in five emphasis areas including Digital Media, Graphic Design, Graphics Management, Print Media and Web/Interactive Media. Students in these emphasis areas cover the input, manipulation and output of graphics in a wide variety of market segments of the graphics industry.

One market segment of the graphics industry appearing to be underserved in the current five areas of emphasis is the packaging industry. Packaging is one of the leading growth markets within the graphics industry. There are many job opportunities available in the packaging industry and the technology in this area continues to develop and advance.

Regionally, there is no other four-year university offering a program dedicated to the packaging industry. The addition of this emphasis to the Graphic Communications major will open a broader base of careers for students within the graphics program.

This new emphasis will add on to existing courses within the Graphics and Imaging Technologies department. Courses in this emphasis will cover areas in the packaging industry ranging from creative and design to science and engineering to marketing and consumer behavior.
### III. Provide curriculum for the major and indicate courses required for each concentration:

**Graphic Communications**

**Name of Major**

<table>
<thead>
<tr>
<th>Course Name &amp; Number</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core Courses:</strong></td>
<td></td>
</tr>
<tr>
<td>GIT 100 Introduction to Graphics Technologies</td>
<td>3</td>
</tr>
<tr>
<td>GIT 141 Vector Based Graphics</td>
<td>3</td>
</tr>
<tr>
<td>GIT 142 Raster Graphics Software</td>
<td>3</td>
</tr>
<tr>
<td>GIT 230 Graphic Design</td>
<td>3</td>
</tr>
<tr>
<td>GIT 240 Page Layout Software</td>
<td>3</td>
</tr>
<tr>
<td>GIT 301 Graphics Career Development</td>
<td>3</td>
</tr>
<tr>
<td>GIT 600 Graphics Internship</td>
<td>3</td>
</tr>
<tr>
<td>GIT 650 Production Graphics</td>
<td>3 or</td>
</tr>
<tr>
<td>GIT 690 Senior Project</td>
<td>3</td>
</tr>
<tr>
<td><strong>Electives:</strong></td>
<td></td>
</tr>
<tr>
<td>GIT 221 Web Graphics Software</td>
<td>3</td>
</tr>
<tr>
<td>GIT 231 Audio/Video Software</td>
<td>3</td>
</tr>
<tr>
<td>GIT 310 Photography</td>
<td>3</td>
</tr>
<tr>
<td>GIT 311 Studio Product Photography</td>
<td>3</td>
</tr>
<tr>
<td>GIT 322 Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>GIT 323 Web and Motion Graphics</td>
<td>3</td>
</tr>
<tr>
<td>GIT 334 3D Graphics</td>
<td>3</td>
</tr>
<tr>
<td>GIT 400 Investigations</td>
<td>1 - 4</td>
</tr>
<tr>
<td>GIT 401 Graphics Work Experience</td>
<td>1 - 3</td>
</tr>
<tr>
<td>GIT 410 Commercial Photography</td>
<td>3</td>
</tr>
<tr>
<td>GIT 421 Interactive Media Design</td>
<td>3</td>
</tr>
<tr>
<td>GIT 432 Digital Media Design</td>
<td>3</td>
</tr>
<tr>
<td>GIT 510 Portrait Photography</td>
<td>3</td>
</tr>
<tr>
<td>GIT 521 Mobile Media Development</td>
<td>3</td>
</tr>
<tr>
<td>GIT 523 Web Content Management Systems</td>
<td>3</td>
</tr>
<tr>
<td>GIT 530 3D Animation and Rendering</td>
<td>3</td>
</tr>
<tr>
<td>GIT 531 Publication Graphics</td>
<td>3</td>
</tr>
<tr>
<td>GIT 552 Digital and Variable Data Technologies</td>
<td>3</td>
</tr>
<tr>
<td>GIT 562 Graphics Cost Analysis and Estimating</td>
<td>3</td>
</tr>
<tr>
<td>GIT 580 Sales and Customer Service</td>
<td>3</td>
</tr>
<tr>
<td>GIT 590 Special Topics (___)</td>
<td>1 – 3</td>
</tr>
<tr>
<td>GIT 601 Laboratory Practicum</td>
<td>1 – 4</td>
</tr>
<tr>
<td>GIT 680 Graphics Administration</td>
<td>3</td>
</tr>
<tr>
<td><strong>Support Courses:</strong></td>
<td></td>
</tr>
<tr>
<td>MGMKT 330 Basic Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MGMKT 430 Consumer Behavior</td>
<td>3</td>
</tr>
<tr>
<td>Choose one of the Following:</td>
<td></td>
</tr>
<tr>
<td>MGMKT 481 Advertising Management</td>
<td>3</td>
</tr>
<tr>
<td>MGMKT 482 Sales Management</td>
<td>3</td>
</tr>
<tr>
<td>MGMKT 532 Marketing Channel Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total:** 48
Packaging Graphics
(Name of Concentration)

Course Name & Number                      Credit Hours
Concentration:
  GIT 270 Introduction to Packaging Technologies 3
  GIT 341 Print File Preparation and Preflighting 3
  GIT 350 Printing Technologies 3
  GIT 570 Flexible Packaging 3
  GIT 571 Rigid Packaging 3
  GIT 572 Paperboard Packaging 3
  GIT 640 Color Reproduction 3
  GIT 670 Packaging Materials and Processes 3

Total: 24

Note: By Board of Regents definition concentrations are established within existing programs and are:
1. 24 hours or less at the undergraduate level
2. 12 hours or less at the master's level
3. 18 hours or less at the doctoral level

IV. Faculty resources:
   A. Number of FTE faculty who teach in the major, including all concentrations:
      # ___11______________
   B. Rank of faculty:
      Instr. ___1____; Asst. Prof. ___5____; Assoc. Prof. ___4____; Prof. ___1____;
      GTAs__________
   C. Preparation of faculty:
      Indicate level of degrees: Bach. ___0____; Masters ___11____; Doctors ___2____.
   D. Explain other instructional responsibilities of faculty. (e.g. list service courses in school or for other schools/majors):
From: Eric Harris <eharris@pittstate.edu>  
Subject: Re: new curriculum proposal for GIT  
To: Doug Younger <dyounger@pittstate.edu>  

Doug -

I have reviewed the materials for the legislation regarding the Major in Graphics Communication - Emphasis in Packaging Graphics. I acknowledge that MGMKT will have a number of courses in the "Support Courses" area.

I support this legislation and look forward to its implementation.

Please let me know of any other way that I can help.

Thanks  
Eric Harris

Eric G. Harris, Ph.D.  
Associate Professor of Marketing  
Chairperson & Interim MBA Director  
Department of Management & Marketing  
Kelce College of Business, Pittsburg State University  
Pittsburg, KS 66762

From: "Doug Younger" <dyounger@pittstate.edu>  
To: "Eric Harris" <eharris@pittstate.edu>  
Sent: Thursday, September 4, 2014 3:09:31 PM  
Subject: Re: new curriculum proposal for GIT

Eric,

Please review the attached curriculum changes and respond.

I am hoping to get these changes on the September curriculum agenda but I need to upload these no later than Monday. I was hoping to get them completed this week.

Thanks

Doug Younger  
x 4425

From: "Eric Harris" <eharris@pittstate.edu>
Doug -

Thanks for the info. Let me look at this ASAP and I'll get back.

Have a good weekend.

Eric

Eric G. Harris, Ph.D.
Associate Professor of Marketing
Chairperson & Interim MBA Director
Department of Management & Marketing
Kelce College of Business, Pittsburg State University
Pittsburg, KS 66762

Dr. Harris.

Three years ago, the Graphics and Imaging Technologies department made major changes to our curriculum as a result of the program review process. We converted our two majors into one major with five emphasis areas. I am currently working on developing curriculum for an additional emphasis area called "Packaging Graphics".

The Packaging Graphics emphasis would provide a degree option that would cover creation through production of graphics specifically relating to packaging. The packaging industry is one segment of the printing/graphics industry that remains strong and is a growing area. There is no other program in the central US that is specific to packaging. Much of the packaging industry ties closely to marketing.

Therefore, I am writing to you to present our degree plan for your review as it does contain several marketing classes as part of the support courses for this degree plan. I have attached the plan and highlighted the courses I wish to use from the Marketing department. These can be found at the bottom of page one or two.

I would like to use a total of three classes/nine hours including MGMKT 330 Basic Marketing, MGMKT 430 Consumer Behavior and a choice from three other marketing classes. Rather than specify the third class, I thought with the choice of three (which all have limited enrollment), it would be easier to find a class to complete the requirements. Since all three are part of the Marketing minor, we would recommend (not require) that students consider this minor to complement the GIT degree.

There are several areas of technology we are reviewing that I think could possibly lead to interdisciplinary
projects between our departments. One of these technologies is eye-tracking software that can be used to track consumer behavior of customers when viewing packaging products on a shelf. I am also looking at software which can create a virtual storefront to help show product placement.

I am still revising some of the course descriptions and learning objectives, but they should not affect the marketing courses I have selected.

Please review this plan and let me know if this plan to use the marketing classes are acceptable or if you foresee any problems with this plans.

Thank you for your consideration,

Doug

Douglas L. Younger, Ed.D.
Associate Professor - Graphics and Imaging Technologies
Pittsburg State University
1701 South Broadway - KTC E110c, Pittsburg, KS 66762
620-235-4425 office phone - 620-235-4413 department fax