



Pittsburg State University

Faculty Senate

Date: Monday, April 28, 2025

Time: 3:00 p.m.

Location: Ballroom, Overman Student Center

Agenda

- I. Call to Order**
- II. Special Meeting of 2025-2026 Senators**
 - a. Nominate and elect 2025-2026 Executive Committee
- III. Campus Update(s):**
 - a. Budget – Doug Ball
- IV. Approval of March 24, 2025 minutes**
- V. Announcements**
 - a. Provost and Vice President of Academic Affairs
 - b. PSU/KNEA Remarks
 - c. Student Senate Remarks
 - d. Unclassified Professional Senate Remarks
 - e. University Support Staff Remarks
 - f. Graduate College Remarks
 - g. Faculty Senate President's Report
- VI. Committee Reports**
 - a. Academic Affairs Committee
 - Undergraduate Curriculum Subcommittee
 - Library Services/Leaming Resources Subcommittee
 - Online and Distance Learning Committee
 - Academic Honors Subcommittee
 - Honors College Subcommittee
 - Writing Across the Curriculum Subcommittee

- Diversity and Multicultural Affairs Subcommittee

b. Student-Faculty Committee

c. All-University Committee

d. Faculty Affairs Committee

e. Constitution Committee

f. General Education Committee

g. Budget Committee

h. Academic Honesty Committee

i. AI Committee

VII. Unfinished Business:

a. Resolution in Defense of Tenure and Opposition to KS House Bill HB 2348

- Amendment to cover possible re-wording of bill or future tenure bills

b. KBOR Updated Faculty of the Year Award Criteria - Vote

c. Constitution Revisions – General Faculty Vote at Fall 2025 PD Day

d. KBOR Faculty Award

- Open Nominations on 04/28/25
- Close Nominations on 05/07/25
- Exec Comm review nominations 05/08/25
- Submit Finalists to KBOR by 05/14/25

VIII. New Business:

a. Faculty Affairs Travel Funds

IX. Open Forum:

a. Faculty/Staff Achievement Celebration – Late April (after KBOR at PSU)

X. Adjournment

- Next Faculty Senate Meeting: **May 8, 2025**, in the Sunflower Room, OSC

Faculty Senate President's Report – April 2025

- **First 15**
 - Looking for funding to cover/reduce tuition and ancillary costs (e.g., textbook)
- **HLC 90**
 - This has lost steam but hasn't been discarded. First 15 is their priority.
- **KBOR Faculty Awards**
 - Faculty
 - Policy and updated general criteria approved
 - Staff
 - Policy approved
 - Selection by university leadership, not staff
- **KBOR Unified Tuition Assistance Program (UTAP)**
 - COBO (04/02/2025) / COCAO (04/16/25)
 - Roll Out Plan
 - Results of State University Employee TA Survey
 - COBO
 - Want projected numbers per tuition (seats & \$)
 - To be presented at COBO May mtg (05/07/25 ??)
 - Requested data from COBO officers
 - Cost per institution for a 3-hour graduate course
 - Actual usage of KU 3rd Party TA program
 - COCAO
 - Unlikely to approve/support until they hear from COBO how it would be funded
 - Recommended COCAO defer vote until after COBO meeting in May
 - COPS prelim proposal in May while Dan is still here
 - COCAO and COBO approval is beneficial, but not required to present the proposal to COPS (Presidents)
 - Potential Phase 1 rollout in Fall 2026
- **Kansas House Bill No. 2348 (Tenure Bill)**
 - Bill is rested in the House Committee on Judiciary until the 2026 legislative session (01/12/2026)

- Watch for revised wording on this and potential sister bill in Senate
- **Kansas House Bill No. 2402 (Blue Ribbon Commission on Higher Education)**
 - Introduced in early March 2025, proposes the establishment of a 17-member Blue Ribbon Commission on Higher Education.
 - The commission is expected to submit a preliminary report to the legislature by **January 1, 2026**, followed by a final report by **January 1, 2027**. These reports will provide detailed findings and recommendations that could shape the future landscape of higher education in Kansas.
 - KBOR has expressed support for the establishment of the Blue Ribbon Commission on Higher Education
 - KBOR chairperson will appointment one member to serve on the commission
 - ***Student-Centric Improvements***: By focusing on accessibility, affordability, and streamlined pathways to degree completion, the commission's work aims to create a more student-centered higher education environment in Kansas.

Academic Affairs Committee

Chair: Mark Diacopoulos

Recorder: Christine Brodsky

No Report

Undergraduate Curriculum Subcommittee

Chair: Byron McKay

Recorder: Anuradha Ghosh

Library Services/Leaming Resources Subcommittee

Chair: Lora Winters

Recorder: Beth Hendrickson

No Report

Online and Distance Learning Committee

Chair: Kelly Woestmann

Recorder: Paige Boydston

No Report

Academic Honors Subcommittee

Chair: Rion Huffman

Recorder:

No Report

Honors College Subcommittee

Chair: Randy Winzer

Recorder: Emily George

No Report

Writing Across the Curriculum Subcommittee

Chair: Ashley Shaw

Recorder: Janet Zepernick

No Report

Diversity and Multicultural Affairs Subcommittee

Chair: Joanne Britz

Recorder: Kristen Maceli

No Report

Student-Faculty Committee

Chair: Serif Uran

Recorder: Joanne Britz

No Report

All-University Committee

Chair: Kristen Maceli

Recorder: Anna Beth Gilmore

No Report

Faculty Affairs Committee

Chair: David Sikolia

Recorder: Kevin Elliott

No report

Constitution Committee

Chair: Mark Johnson

Recorder: Beth Hendrickson

OSC Sunset A, March 13, 2025

Present: Beth Hendrickson, Mark Johnson, Daniel Maxwell, and Karen Johnson

Started at 3:58 PM

Charges:

1. Distribution of Faculty Senate Unit Reps
 - a. Current language: "Departments containing at least twenty members...shall elect a second representative..." (Article III. Elections, Section A.)
 - b. Proposed amending: For every ten or major fraction thereof, receive an additional representative
 - i. Based on current numbers this would add two more senators to the overall total
 - c. Proposed adding: Verify the number of eligible faculty members via the Provost office. In odd number of years, the Election Committee will be responsible for reaching out to the Provost Office no later than February to request this data. The committee will then be responsible for notifying the unit of these numbers via email no later than the end of February.
 - i. Similar to what the Graduate Council does (Article I, Section C, Number 1)
2. Writing Across the Curriculum
 - a. Propose dissolving the Writing Across the Curriculum subcommittee (Bylaw IV. Standing Committees, Section A, Number 9)
3. Office of Graduate and Continuing Studies
 - a. Only Office of Graduate Studies – no longer continuing studies
 - b. Proposed removal: Online and Distance Learning Subcommittee (Bylaw IV, Section A, Number 9) Subsection a.
 - c. Proposed amending: Online and Distance Learning Subcommittee (Bylaw IV, Section A, Number 9) subsection d. from "Identify areas/methods by which the Office of Graduate and Continuing Studies..." to "Identify areas/methods by which Pittsburg State University..."
4. Verification of title changes
 - a. Provost – Officially "Provost and Executive Vice President of Academic Affairs"
 - i. Proposed amending: First instance of provost, give full title and then follow with "hereafter Provost"
 - b. Budget Committee (Bylaw IV, Section G)
 - i. Proposed amending: Instead of seventh committee member being the University Vice President of Administration and Campus Life, have it be the Vice President of Business, Finance, & Facilities.
5. Verification of Pitt Pathways to General Education (Bylaw IV, Section F)
 - a. Confirmed from May 2023 Faculty Senate meeting minutes that there was a proposal to change Pitt State Pathways back to General Education.
 - b. This was to be voted on during the general faculty meeting on August 16, 2023 (Agenda confirmed via email sent by Rebeca Book, August 15th 2023)
 - c. Minutes were not available for this meeting, but Rebeca confirmed a vote was taken and the motion to amend was adopted.
6. Universal name for academic units (Constitution)

- a. Proposed amending: Article I. Preamble, Section D, Number 3: define unit – includes schools, departments, colleges, academic units, etc. – and will be used hereafter
- b. Unit head – includes director and chair

Charges five and six will need to be approved by the general faculty during the next general faculty meeting. Mark will also be making the language for the proposed amendments and additions follow parliamentary rules. During our meeting, members of the constitution committee noticed the constitution and bylaws had not been amended since February 28, 2022 and suggest that the constitution committee for next academic year goes through to verify any amendments from March 2022 – present have been added to the constitution and bylaws.

Adjourned at 5:05 PM

Respectfully,

Beth Hendrickson, recorder

General Education Committee

Chair: Mark Johnson

Recorder: Michele Barnaby

Report Pending

Budget Committee

Chair: Kent Runyan

Recorder: Karen Johnson

The Budget Committee met with Dr. Doug Ball, VP of Business, Finance, and Facilities on April 9th, 2025, in the Prairie Room of the Overman Student Center.

Doug Ball presented the committee with an overview of the proposed budget for fiscal year 2025-2026. The committee discussed various topics regarding the budget, including state funding, the impact of enrollment on revenue, and university investment needs. The state budget has been approved by the House and Senate and is awaiting the Governor's signature.

Academic Honesty Committee

Chair: David Weaver

Recorder:

No Report

AI Ad Hoc Committee

Coordinator(s): Grant Moss, Jorge Leon Jr

The F.S. AI Ad Hoc group met to discuss plans. The top priorities are gathering additional data from faculty and developing a frame for what work and scope falls under this group.

The group has developed a survey that should go out to faculty. The aim is to get more data from faculty, specifically, regarding their use, technical comfort, and concerns around Generative AI. In addition, the group is discussing what scope falls under it. Next steps would be to develop a charge for this group and to have Senate input. More on that later.

Undergraduate Curriculum –

Chair: Byron McKay

Recorder: Anuradha Ghosh

UGCC voting April 2025		Voting Members Approval of Proposed Changes						
		Pursley	Carper	Ghosh	McKay	Weaver	Hess*	
In attendance on April 18		<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
Dept: Automotive Technology								
	AT 410_rev_signed	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
Dept: Biology								
	Biol 575_notification							No voting
	BIOL_Animal Behavior Cert_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	BIOL_Cell & Molecular_rev	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	BIOL_Pre-Chiropractic Emph_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	BIOL_Pre-Dental Emph_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	BIOL_Pre-Med Emph_rev	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	BIOL_Pre-MedLabSci Emph_rev	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	BIOL_Pre-Optometry Emph_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	BIOL_Pre-Physican Assistant_rev	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment**
	BIOL_Pre-Vet Emph_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
Dept: Chemistry								
	CHEM 698_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
Dept: Communication								
	COMM 530_rev	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
Dept: TWL								
	GC 535_rev	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	GC 650_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	GIT 432_inactivate - graphic comm	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	GT 380_notification							No voting
	TWL_BSC Ind Tech Emph_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	TWL_BSC Tech Eng Educ Cert_new	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
	TWL_BSC Tech Eng Educ Emph_rev	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
Dept: School of construction								
	IND 572_rev	<u>X</u>		<u>X</u>	<u>X</u>	<u>X</u>		Accepting without comment
Dept: Math and Physics								
	PHYS 105_notification							No voting
*non-voting member								
**27 hours of emphasis exceeds defined emphasis hours								

Faculty Senate Course Form

Effective Date: **Fall 2025**

Submission Date: 2/10/25

Department: Automotive Technology

College of: **Technology**

Contact Person: Chauncey Pennington

Prefix:

Create New, Revise, Inactivate, or Reactivate: **Revision**

Course #: **AT410**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the Changes:

Change course description to remove, "May be repeated since subject matter is different for a maximum of six credit hours." This course was revised a few years ago so now the subject matter is no longer different every semester so this course is no longer repeatable.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐

Yes

☒

No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐

Yes

☒

No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐

Yes

☒

No

5. Will additional resources or costs be required?

☐

Yes

☒

No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes ☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

Attach with upload.

Course Numbers cannot be changed, only created.

	Exsisting	New/Proposed
Title:	Data Analysis and Management i	
Course Number:	AT410	AT410
Credits:	1	1
Grading System:	A-F, IN	A-F, IN
Pre/Co-Requisite(s):		
Course Description:	The purpose of this course is to keep students well informed in the ever changing trends, technology, and business management practices related to the transportation industry. Students may be expected to attend presentations by industry representatives and/or conduct research on new trends, technology, and/or business management practices. Students will present their findings to their instructor and peers. May be repeated since subject matter is different for a maximum of six credit hours.	To provide students with the opportunity to learn the basic operation and function of Microsoft Excel with objectives that include creating and formatting a worksheet, formulas and functions, charts, datasets and tables, PivotTables and PivotCharts, and working with multiple worksheets. Instruction is provided through Canvas with students utilizing their own computer.

Authorization Sign-Off

Checklist: Check once verified.

☐	Required fields completed.
☐	Syllabus attached for new courses
☐	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 02/11/2025

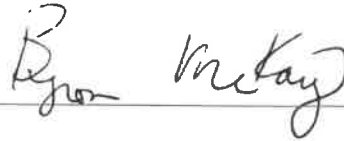
Signature, Chair/Director: _____


Greg Murray (Feb 11, 2025 09:21 CST)

-Approved: College Curriculum Committee

Date: 3/4/25

Signature, Committee Chair: _____



-Approved: Dean of College

Date: 3/4/25

Signature, Dean: _____



-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature, Committee Chair: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Faculty Senate Notification Form

Effective Date: Fall 2025

Submission Date: 01/29/2025

Department: Biology

College of: Arts & Science

Contact Person: Christine Brodsky

Course/Program Name: Animal Behavior (BIOL 575)

Notification Form – Used for notifying faculty senate and registrar's office of changes that don't affect other departments.

- Admission Requirements
- Pre-requisites/Co-requisites -only removes or adds from your department.
- Modality -for the change or addition to teaching a face to face course to online or hybrid format.
- Other is for misc. situations that are not covered in the other areas.

1. Purpose/Justification for this notification:

Animal Behavior (BIOL 575) previously had either General Biology or the Principles of Biology series as a prerequisite. To open up this course to a wider audience, we changed the prerequisites to 4 hours of Biology or permission of instructor. Students would receive a sufficient background to take this course if they take one lab-based Biology course, even at the General Education level.

2. Is this notification related to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? No If "yes", please provide documentation (ex. email).

Modality of Program:	Existing	New/Proposed
	Select One	Select One
Admission Requirements:		
Pre/Co-Requisite(s):	Prerequisites: BIOL 111 General Biology, Biol 211 Principles of Biology I, and Biol 212 Principles of Biology II.	Prerequisites: 4 hours of Biology or permission of instructor.
Other:		

Authorization Sign-Off Sheet

-Approved: Department Chairperson

Date: _____ Signature, Chairperson:  _____

-Approved: Dean of College

Date: 3/4/25 Signature, Dean: Christopher Childers _____

-Approved: Faculty Senate

Date: _____ Signature, Recorder Faculty Senate: _____

Originating Departments: After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

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

Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2025

Submission Date: 01/29/2025

Department: Biology

College of: Arts & Sciences

Contact Person: Christine Brodsky

Proposal for a New: **Certificate** Modality of Program: Hybrid

Title of new Minor/Emphasis/Certificate: Animal Behavior

Major: Biology

Minor Required? **No**

New Minor/Emphasis/Certificate – **REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.**

- Used to create new Minors/Emphases/Certificates and CAN require KBOR approval or notification.

See KBOR requirements below.

- Approved requests become effective in the next academic catalog.

1. Purpose/Justification for New Minor/Emphasis/Certificate:

Animal Behavior is an interdisciplinary subject area that spans Biology and Psychology departments in most schools. A certificate in this field would allow for students to sample coursework in both departments to achieve a sufficient background in Animal Behavior topics. Our target demographic for this certificate are Biology and Psychology majors/minors. Careers that this certificate would benefit are veterinarians, wildlife managers, conservation officers, animal caretakers / technicians, captive animal managers in zoos and aquariums, research scientists, etc. According to the US Bureau of Labor Statistics, employment of veterinarians is projected to grow 19 percent from 2023 to 2033 due to openings left by those retiring out of the career. Additionally, many graduate programs in the biomedical sciences use animal models for research in human health; so this certificate would also provide a background for those interested in biomedical research.

2. Will this affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.*

☐ Yes ☒ No

3. Does this relate to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? *If "yes", please provide an explanation and attach all documentation (emails) between departments.*

☒ Yes ☐ No

Half of the coursework will come from Psychology. We worked closely with Dr. Laurent Prétôt in developing this certificate. We have attached an email confirming its support from the faculty within the Department of Psychology and Counseling.

4. Does this new minor, emphasis, and certificate meet University catalog definitions? *These can be found at bottom of page 2.*

☒ Yes ☐ No

5. Will additional resources or costs be required? ☐ Yes ☒ No
If so, what will be needed?

6. Describe the program assessment plan:

- a. Enrollment targets = 5 students per semester
b. Outcome expected and process to evaluate =

Students will complete this certificate within their last 4 semesters of their major coursework.
Will evaluate by enrollment trends, final course scores, and certificate completion rates.

- c. Plan to discontinue if enrollment targets not met =

Will revisit this certificate to either modify or remove after enrollment target is not met after 3 years.

Questions for certificate only: If you have questions, contact the Financial Aid Office, 4240.

If "yes" to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education Approval.

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **No**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student?

No

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

- ✓ Required fields completed.
- ✓ Listed courses are currently active
- ✓ Course Id's match Course names.
- ✓ Course hours are correct.

- ✓ Required 120 credit hour minimum met.
- ✓ Academic Planning Excel Attached
- Current Program Guide from Online Catalog
- KBOR Forms Attached, if applicable

-Approved: Department Chair/Director

Date: 01/29/2025

Signature: 

-Approved: College Curriculum Committee

Date: 3/4/25

Signature: Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

New Minors Where No Board-Approved Degree Program Exists will need KBOR Approval, it can be found at:

https://www.kansasregents.org/academic_affairs/new_program_approval

Following Faculty Senate Approval, submit sign off sheet and final complete package, in electronic format, to the office of the provost (220 Russ) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Please Note: This is a 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.

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - Animal Behavior Certificate

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			12
BIOL	575	Animal Behavior	3
Select 9 hours of Approved Electives with at least one PSYCH and one BIOL course:			9
PSYCH	691	Evolutionary Psychology	
PSYCH	463	Cognitive Processes	
PSYCH	724	Physiological Psychology	
PSYCH	394	Principles of Learning	
PSYCH	741	Intro To Behavior Analysis	
BIOL	313	Principles of Conservation	
BIOL	534	Herpetology	
BIOL	535	Ornithology	
BIOL	536	Mammalogy	
BIOL	561	Entomology	
Support Courses -			0
Emphasis Courses -			0
Elective Courses -			
Total Credit Hours -			12
Minor -			
General Education, 34-35 hours -			
Total Credit Hours:			12

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Re: Animal Behavior Certificate / Pre-Req

From Laurent Pretot <lpretot@pittstate.edu>

Date Wed 1/22/2025 11:21 AM

To Christine Brodsky <cbrodsky@pittstate.edu>

Hi Christine,

Thanks for cc'ing me on the email. I wanted to let you know that we discussed the proposal at our last dept meeting. The dept fully supports the initiative.

best,

Laurent.

Laurent Prétôt, Ph.D.
Associate Professor of Experimental Psychology
Department of Psychology & Counseling
Pittsburg State University, Pittsburg (KS)
Office: 205E Whitesitt Hall
Email: lpretot@pittstate.edu
Phone: (620) 235-6152
Webpage: www.laurentpretot.com

From: Christine Brodsky <cbrodsky@pittstate.edu>

Sent: Wednesday, January 22, 2025 08:58

To: Peter Chung <pchung@pittstate.edu>; Andrew George <adgeorge@pittstate.edu>; Anuradha Ghosh <aghosh@pittstate.edu>; Phillip Harries <pharries@pittstate.edu>; Delia Lister <dlister@pittstate.edu>; Hermann Nonnenmacher <hnonnenmacher@pittstate.edu>; Mandy Peak Bryan <mpeak@pittstate.edu>; Jamie Phelps <jmphelps@pittstate.edu>; Neal Schmidt <nschmidt@pittstate.edu>; Neil Snow <nsnow@pittstate.edu>; Chris Ward <christopherward@pittstate.edu>; James Whitney <jewhitney@pittstate.edu>; Daniel Zurek <dzurek@pittstate.edu>

Cc: Libby Graham <lgraham@pittstate.edu>; Morgan Kinsey <morgan.smith@pittstate.edu>; Laurent Pretot <lpretot@pittstate.edu>; Christine Brodsky <cbrodsky@pittstate.edu>

Subject: Animal Behavior Certificate / Pre-Req

Hello,

Friendly reminder that we plan to vote on the Animal Behavior Certificate at our faculty meeting next week (Wednesday, Jan 29 @ 3PM). I attached the proposal and Academic Planning Document.

In discussions with Dr. Pretot and Morgan, we also recognized that the Animal Behavior course (BIOL 575) required either Gen Bio or the PoB series as a prerequisite. To make things a bit easier for non-Bio folks to enroll in the course, we are also proposing a change in the prerequisites to "4 hours of Biology or permission of instructor". This PDF is also attached for approval.

Curriculum Revision Form

Effective Date: FALL

Submission Date: February 10, 2025

Department: Biology

College of: Arts & Sciences

Contact Person: Peter Chung

Minor Required? Yes

Revision

Major/Minor/Emphasis/Certification Name:

Cellular and Molecular Biology Emphasis

If selection is "Deletion" complete questions 2, 3, & 4, then complete signatures.

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe your Changes:

1. Addition of BIOL 552 Introduction to Bioinformatics, leading to an adjustment of general elective hours.

2. Rationale for change, including changes to curriculum objectives:

1. BIOL 552 Course deemed essential to the practice and learning of students in the Cellular and Molecular Biology emphasis

3. Will this change affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to " College Curriculum Legislation" in SharePoint.*

☐

Yes

☒

No

4. If this change affects any other department on campus, **please attach any email notifications between departments.**

5. Does the revision meet University catalog definitions for majors, minors, emphases, and certificates as appropriate?

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

☒	Program guide from current catalog.
☒	Academic Planning Excel attached. 120
☒	Credit hours met.
☒	Course Id's match Course names. Course
☒	hours are correct.
☒	Listed courses are currently active Needed
☐	Documentation attached.

-Approved: Department Chair/Director

Date: 02/10/25

Signature: _____



-Approved: College Curriculum Committee

Date: 3/4/25

Signature: _____



-Approved: Dean of College

Date: 3/4/25

Signature: _____



-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, Biology, Cellular and Molecular Biology Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			17
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
BIOL	322	Genetics	3
	And		
BIOL	323	Genetics Laboratory	2
BIOL	330	Principles of Ecology	3
BIOL	699	Senior Seminar and Assessment	1
Emphasis Specific Courses			23
BIOL	311	Cell Biology	3
BIOL	371	General Microbiology	3
	And		
BIOL	372	General Microbiology Laboratory	2
BIOL	550	Advanced Cellular and Molecular Biology	3
BIOL	551	Introduction to DNA Recombinant Techniques Laboratory	3
BIOL	552	Introduction to Bioinformatics	3
BIOL	602	Topics in Biology: Cellular and Molecular Research Project (1-3 hrs)	1
BIOL	656	Human Physiology	
	AND		
BIOL	657	Human Physiology Laboratory	
	OR		5
BIOL	675	Microbial Physiology	
	And		
BIOL	676	Microbial Physiology Laboratory	
Support Courses from other Departments			33
CHEM	215	General Chemistry I	3
	And		
CHEM	216	General Chemistry I Laboratory	2
CHEM	225	General Chemistry II	3
	And		
CHEM	226	General Chemistry II Laboratory	2
CHEM	325	Organic Chemistry I	3
	And		
CHEM	326	Organic Chemistry I Laboratory	2
CHEM	335	Organic Chemistry II	3
	And		
CHEM	336	Organic Chemistry II Laboratory	2
CHEM	475	Introduction to Biochemistry	
	OR		3
CHEM	575	Biochemistry I	

PHYS	100	College Physics I	
	OR		4
PHYS	104	Engineering Physics I	
PHYS	130	Elementary Physics Laboratory I	1
PHYS	101	College Physics II	
	OR		4
PHYS	105	Engineering Physics II	
PHYS	131	Elementary Physics Laboratory II	1
Biology Elective Courses			7
		Select at least 7 hours of Biology courses numbered 200 or higher	7
General Elective Courses			6
		*recommend upper division to meet 45 hour requirement	
Total Credit Hours -			86
Minor -			0
General Education, 34-35 hours -			34
Total Credit Hours:			120

Be sure all information is correct and courses are active before submitting.
Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.
Your legislation will be returned if either is found.

Cellular and Molecular Biology Emphasis

Degree: Bachelor of Science

Major: Biology

Emphasis: Cellular and Molecular Biology

Biology Core Requirements (36 hours)

- ___ BIOL-211 Principles of Biology I (4 hours)
- ___ BIOL-212 Principles of Biology II (4 hours)
- ___ BIOL-311 Cell Biology (3 hours)
- ___ BIOL-322 Genetics (3 hours)
- and ___ BIOL-323 Genetics Laboratory (2 hours)
- ___ BIOL-330 Principles of Ecology (3 hours)
- ___ BIOL-371 General Microbiology (3 hours)
- and ___ BIOL-372 General Microbiology Laboratory (2 hours)
- ___ BIOL-550 Advanced Cellular and Molecular Biology (3 hours)
- ___ BIOL-551 Introduction to Recombinant DNA Techniques Laboratory (3 hours)
- ___ BIOL-602 Topics in Biology (___) (1-3 hours)

Note: Topic should be Cellular and Molecular Research Project. At least one hour of research done with faculty.

- ___ BIOL-699 Senior Seminar and Assessment (1 hour)

Select 5 hours of Upper Division Physiology from:

- ___ BIOL-656 Human Physiology (3 hours)
- and ___ BIOL-657 Human Physiology Laboratory (2 hours)
- or ___ BIOL-675 Microbial Physiology (3 hours)
- and ___ BIOL-676 Microbial Physiology Laboratory (2 hours)

Select 7 hours of Biology electives from:

- ___ BIOL-570 Pathogenic Bacteriology (3 hours)
- and ___ BIOL-571 Pathogenic Bacteriology Laboratory (2 hours)
- ___ BIOL-572 General Virology (3 hours)
- ___ BIOL-605 Bioethics (3 hours)
- ___ BIOL-650 Developmental Biology (3 hours)
- ___ BIOL-653 Biology of Cancer (3 hours)
- ___ BIOL-671 Immunology (3 hours)
- and ___ BIOL-672 Immunology Laboratory (2 hours)
- ___ BIOL-673 Basics of Human Toxicology (3 hours)

Required from Other Departments (33 hours)

- ___ CHEM-215 General Chemistry I (3 hours)
- and ___ CHEM-216 General Chemistry I Laboratory (2 hours)
- ___ CHEM-225 General Chemistry II (3 hours)
- and ___ CHEM-226 General Chemistry II Laboratory (2 hours)
- ___ CHEM-325 Organic Chemistry I (3 hours)
- and ___ CHEM-326 Organic Chemistry I Laboratory (2 hours)

- ___ CHEM-335 Organic Chemistry II (3 hours)
- and ___ CHEM-336 Organic Chemistry II Laboratory (2 hours)
- ___ CHEM-475 Introduction to Biochemistry (3 hours)
- or ___ CHEM-575 Biochemistry I (3 hours)

Note:

Select 10 hours from:

*See notes *1*

- ___ PHYS-100 College Physics I (4 hours)
- and ___ PHYS-130 Elementary Physics Laboratory I (1 hour)
- ___ PHYS-101 College Physics II (4 hours)
- and ___ PHYS-131 Elementary Physics Laboratory II (1 hour)
- or ___ PHYS-104 Engineering Physics I (4 hours)
- ___ PHYS-130 Elementary Physics Laboratory I (1 hour)
- ___ PHYS-105 Engineering Physics II (4 hours)
- and ___ PHYS-131 Elementary Physics Laboratory II (1 hour)

*Notes *1: Plus 9-10 hours of electives*

Chemistry and Physical Science Minor built into program. TOTAL hours for Bachelor of Science Degree with a Major in Biology: Cellular and Molecular Biology Emphasis (120 hours)

General Education Requirements

English Discipline Requirements - 6 Total Hours

- ___ ENGL-101 English Composition (3 hours)
- ___ ENGL-299 Introduction to Research Writing (3 hours)

Communications Discipline Requirements - 3 Total Hours

- ___ COMM-207 Speech Communication (3 hours)

Mathematics & Statistics Discipline Requirements - 3 Total Hours

- ___ MATH-110 College Algebra with Review (5 hours)
- ___ MATH-113 College Algebra (3 hours)
- ___ MATH-126 Pre-Calculus (4 hours)
- ___ MATH-133 Quantitative Reasoning (3 hours)
- ___ MATH-143 Elementary Statistics (3 hours)
- ___ MATH-150 Calculus I (5 hours)
- ___ MATH-204 Mathematics for Education I (3 hours)

Natural & Physical Sciences Discipline Requirements - 4/5 Total Hours

- ___ BIOL-111 General Biology (3 hours)
- ___ BIOL-112 General Biology Laboratory (2 hours)
- ___ BIOL-113 Environmental Life Science (4 hours)
- ___ BIOL-211 Principles of Biology I (4 hours)
- ___ CHEM-105 Introductory Chemistry (3 hours)
- ___ CHEM-106 Introductory Chemistry Laboratory (1 hour)
- ___ CHEM-215 General Chemistry I (3 hours)
- ___ CHEM-216 General Chemistry I Laboratory (2 hours)
- ___ PHYS-100 College Physics I (4 hours)
- ___ PHYS-104 Engineering Physics I (4 hours)
- ___ PHYS-130 Elementary Physics Laboratory I (1 hour)
- ___ PHYS-160 Physical Geology (3 hours)
- ___ PHYS-165 Physical Geology Laboratory (1 hour)

- ___ PHYS-166 Meteorology (3 hours)
- ___ PHYS-167 Meteorology Laboratory (1 hour)
- ___ PHYS-171 Physical Science (3 hours)
- ___ PHYS-172 Physical Science Laboratory (1 hour)
- ___ PHYS-175 Descriptive Astronomy (3 hours)
- ___ PHYS-176 Astronomy Laboratory (1 hour)
- ___ PHYS-375 Solar System Astronomy (3 hours)

Social & Behavioral Sciences Discipline Requirements - 6 Total Hours

- ___ ANTH-101 Introduction to Cultural Anthropology (3 hours)
- ___ ECON-191 Issues in Today's Economy (3 hours)
- ___ ECON-200 Principles of Microeconomics (3 hours)
- ___ ECON-201 Principles of Macroeconomics (3 hours)
- ___ ETECH-502 Engineering Economy (3 hours)
- ___ GEOG-106 World Regional Geography (3 hours)
- ___ GEOG-300 Elements of Geography (3 hours)
- ___ GEOG-304 Human Geography (3 hours)
- ___ POLS-101 U.S. Politics (3 hours)
- ___ POLS-103 Comparative Politics (3 hours)
- ___ POLS-201 Introduction to Public Policy (3 hours)
- ___ PSYCH-155 General Psychology (3 hours)
- ___ SOC-100 Introduction to Sociology (3 hours)
- ___ SWK-250 Relationship Skills (3 hours)
- ___ WGS-200 Introduction to Women's Studies (3 hours)
- ___ WGS-399 Global Women's Issues (3 hours)

Arts & Humanities Discipline Requirements - 6 Total Hours

- ___ ART-178 Introduction to the Visual Arts (3 hours)
- ___ ART-188 The Designed World (3 hours)
- ___ ART-217 Crafts I (3 hours)
- ___ ART-222 Jewelry/Metals I (3 hours)
- ___ ART-233 Drawing I (3 hours)
- ___ ART-244 Ceramics I (3 hours)
- ___ ART-266 Sculpture I (3 hours)
- ___ ART-277 Painting I (3 hours)
- ___ ART-288 Introduction to Art History I (3 hours)
- ___ ART-289 Introduction to Art History II (3 hours)
- ___ ART-311 Art Education (3 hours)
- ___ COMM-105 Performance Appreciation (3 hours)
- ___ COMM-205 Performance Studies (3 hours)
- ___ COMM-395 Theatre History (3 hours)
- ___ ENGL-113 Literature and Culture (3 hours)
- ___ ENGL-114 General Literature (Genre) (3 hours)
- ___ ENGL-116 General Literature (Theme) (3 hours)
- ___ ENGL-117 Introduction to Fiction (3 hours)
- ___ ENGL-118 Introduction to Poetry (3 hours)
- ___ ENGL-120 Literature and Film (3 hours)
- ___ ENGL-121 Intro to Anti-Racist Literature (3 hours)
- ___ ENGL-122 Introduction to Women's Literature (3 hours)
- ___ ENGL-123 The Citizen in Literature (3 hours)
- ___ ENGL-125 Introduction to Horror in Literature (3 hours)
- ___ ENGL-250 Introduction to Creative Writing (3 hours)
- ___ ENGL-315 Mythology (3 hours)
- ___ ENGL-320 Literature and Film (3 hours)
- ___ HHP-151 Dance Appreciation (3 hours)
- ___ HIST-101 World History to 1500 (3 hours)
- ___ HIST-102 World History from 1500 (3 hours)

- ___ HIST-201 American History to 1865 (3 hours)
- ___ HIST-202 American History from 1865 (3 hours)
- ___ HONOR-200 The Power of Music (3 hours)
- ___ MLL-124 French Language and Culture I (3 hours)
- ___ MLL-154 Spanish Language and Culture I (3 hours)
- ___ MUSIC-120 Music Appreciation (3 hours)
- ___ MUSIC-121 Introduction to Music Literature (3 hours)
- ___ MUSIC-321 History of Music (3 hours)
- ___ MUSIC-322 History of Music (3 hours)
- ___ PHIL-103 Introduction to Philosophy (3 hours)
- ___ PHIL-105 Ethics (3 hours)
- ___ PHIL-112 Biomedical Ethics (3 hours)
- ___ PHIL-113 Business Ethics (3 hours)
- ___ PHIL-114 Environmental Ethics (3 hours)
- ___ PHIL-231 World Religions (3 hours)

Institutionally Designated Requirements - 6 Total Hours

- ___ UGS-150 Gorilla Gateway (2 hours)

Any 1 credit hour class from the following:

- ___ DANCE-200 Dance (1-3 hours)
- ___ EXSCI-200 Introduction to Exercise Science (1 hour)
- ___ HHP-150 Lifetime Fitness Concepts (1 hour)

Any 3 credit hour class from 4, 5, 6 or the following:

- ___ BIOL-617 Environmental Health (3 hours)
- ___ BUS-101 Introduction to Business (3 hours)
- ___ DSIS-130 Computer Information Systems (3 hours)
- ___ EDUC-261 Explorations in Education (3 hours)
- ___ EET-247 Computer Programming for Electronic Systems (3 hours)
- ___ EDTH-330 Technology for Teaching and Learning (3 hours)
- ___ FCS-203 Nutrition and Health (3 hours)
- ___ FCS-230 Consumer Education and Personal Finance (3 hours)
- ___ FIN-210 Financial Planning (3 hours)
- ___ GT-210 Technology in the World Today (3 hours)
- ___ GT-350 Technology and Civilization (3 hours)
- ___ HIST-207 Health Habits in American History (3 hours)
- ___ MECET-121 Engineering Graphics I (3 hours)
- ___ MFGET-263 Manufacturing Methods I (2 hours)
- ___ MFGET-268 Manufacturing Methods I Laboratory (1 hour)
- ___ MFGET-405 Quality Control (3 hours)
- ___ NURS-303 Introduction to Public Health (3 hours)
- ___ PHIL-206 Rational Decisions (3 hours)
- ___ PHIL-207 Critical Thinking (3 hours)
- ___ PHIL-208 Logic (3 hours)
- ___ REC-350 Promoting Community and Worksite Wellness (3 hours)

Revised: 11/12/2024

Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2025

Submission Date: February 10, 2025

Department: Biology

College of: Arts & Sciences

Contact Person: Peter Chung

Proposal for a New: **Emphasis**

Modality of Program: Face to Face

Title of new Minor/Emphasis/Certificate: Pre-Chiropractic Emphasis

Major: Biology

Minor Required? **Yes**

New Minor/Emphasis/Certificate – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

- Used to create new Minors/Emphases/Certificates and CAN require KBOR approval or notification. See KBOR requirements below.

- Approved requests become effective in the next academic catalog.

1. Purpose/Justification for New Minor/Emphasis/Certificate:

To fall in line with KBORs 120 hour requirement, including listing of all of the required courses as well as prerequisite courses in the degree, along with the new 34-35 general education package, it has become increasingly difficult to ask students to follow a one-size-fits-all emphasis, prolonging their degree completion by taking courses not required for their respective future professional schools. As conferred degrees now print out the emphasis areas in each department on the actual degree certificate, students, faculty and staff have indicated a preference to have their own emphasis, rather than the entire list of options: i.e., Pre-Med/Pre-Dent/ Pre-Opt/Pre-Vet/Pre-Chiro emphasis compared to a simple Pre-Chiropractic emphasis. As professional schools differ in many prerequisite requirements, this will assist recruitment and retention for the specific emphasis, providing an identity and focus for the students choosing this emphasis area. Furthermore, the creation of this new emphasis will not take away resources nor funds from existing emphases.

Quick highlights of the new Pre-Chiropractic emphasis:

1) addition of Anatomy & Physiology and Biological and Medical Terminology as emphasis specific courses per Chiropractor School recommendations/requirements

2) removal of Organic II and Laboratory, Biochemistry I/Intro to Biochemistry and College/Engineering Physics II as they are not required by Chiropractic Schools

3) removal of Pre-Health III Orientation from required to a Biology elective.

2. Will this affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.*

☐ Yes ☒ No

3. Does this relate to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? *If "yes", please provide an explanation and attach all documentation (emails) between departments.*

☐ Yes ☒ No

4. Does this new minor, emphasis, and certificate meet University catalog definitions? *These can be found at bottom of page 2.*

☒ Yes ☐ No

5. Will additional resources or costs be required? ☐ Yes ☒ No
If so, what will be needed?

6. Describe the program assessment plan:

- a. Enrollment targets = 3 per year
b. Outcome expected and process to evaluate =

Tracking from the onset of freshman year to completion of degree.

- c. Plan to discontinue if enrollment targets not met =

Address recruitment and retention with departmental faculty

Questions for certificate only: If you have questions, contact the Financial Aid Office, 4240.

If "yes" to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education Approval.

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student?

Select One

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

Required fields completed.

Listed courses are currently active

Course Id's match Course names.

Course hours are correct.

Required 120 credit hour minimum met.

Academic Planning Excel Attached

Current Program Guide from Online Catalog

KBOR Forms Attached, if applicable

-Approved: Department Chair/Director

Date: 02/10/25

Signature: 

-Approved: College Curriculum Committee

Date: 3/4/25

Signature: Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____ Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: 

-Approved: Faculty Senate

Date: _____ Signature, Recorder Faculty Senate: _____

New Minors Where No Board-Approved Degree Program Exists will need KBOR Approval, it can be found at:

https://www.kansasregents.org/academic_affairs/new_program_approval

Following Faculty Senate Approval, submit sign off sheet and final complete package, in electronic format, to the office of the provost (220 Russ) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Please Note: This is a 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.

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, Biology, Pre-Chiropractic Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			17
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
BIOL	322	Genetics	3
	And		
BIOL	323	Genetics Laboratory	2
BIOL	330	Principles of Ecology	3
BIOL	699	Senior Seminar and Assessment	1
Emphasis Specific Courses			22
BIOL	105	Pre-Health Orientation I	1
BIOL	205	Pre-Health Orientation II	1
BIOL	257	Anatomy and Physiology	3
	And		
BIOL	258	Anatomy and Physiology Laboratory	2
BIOL	311	Cell Biology	3
BIOL	371	General Microbiology	3
	And		
BIOL	372	General Microbiology Laboratory	2
BIOL	410	Biological and Medical Terminology	2
BIOL	656	Human Physiology	3
	And		
BIOL	657	Human Physiology Laboratory	2
Support Courses from other Departments			20
CHEM	215	General Chemistry I	3
	And		
CHEM	216	General Chemistry I Laboratory	2
CHEM	225	General Chemistry II	3
	And		
CHEM	226	General Chemistry II Laboratory	2
CHEM	320	Introductory Organic Chemistry	
	OR		3
CHEM	325	Organic Chemistry I	
	And		
CHEM	326	Organic Chemistry I Laboratory	2
PHYS	100	College Physics I	
	OR		4
PHYS	104	Engineering Physics I	
PHYS	130	Elementary Physics Laboratory I	1
Biology Elective Courses			3
Select at least 3 hours of Biology courses numbered 200 or higher			3

		General Elective Courses	24
		*recommend upper division to meet 45 hour requirement	
		Total Credit Hours -	86
		Minor -	0
		General Education, 34-35 hours -	34
		Total Credit Hours:	120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2025

Submission Date: February 10, 2025

Department: Biology

College of: Arts & Sciences

Contact Person: Peter Chung

Proposal for a New: **Emphasis**

Modality of Program: Face to Face

Title of new Minor/Emphasis/Certificate: Pre-Dental Emphasis

Major: Biology

Minor Required? Yes

New Minor/Emphasis/Certificate – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

- Used to create new Minors/Emphases/Certificates and CAN require KBOR approval or notification.
See KBOR requirements below.

- Approved requests become effective in the next academic catalog.

1. Purpose/Justification for New Minor/Emphasis/Certificate:

To fall in line with KBORs 120 hour requirement, including listing of all of the required courses as well as prerequisite courses in the degree, along with the new 34-35 general education package, it has become increasingly difficult to ask students to follow a one-size-fits-all emphasis, prolonging their degree completion by taking courses not required for their respective future professional schools. As conferred degrees now print out the emphasis areas in each department on the actual degree certificate, students, faculty and staff have indicated a preference to have their own emphasis, rather than the entire list of options: i.e., Pre-Med/Pre-Dent/Pre-Opt/Pre-Vet/Pre-Chiro emphasis compared to a simple Pre-Dental emphasis. As professional schools differ in many prerequisite requirements, this will assist recruitment and retention for the specific emphasis, providing an identity and focus for the students choosing this emphasis area. Furthermore, the creation of this new emphasis will not take away resources nor funds from existing emphases.

Quick highlights of the new Pre-Dental emphasis:

- 1) addition of Anatomy&Physiology or Human Anatomy and Dissection as emphasis specific courses per dental school requirements
- 2) addition of Jewelry I/Metals or Ceramics I per dental school recommendations/requirements
- 3) removal of Pre-Health III Orientation from required to a Biology elective.

2. Will this affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.*

☐ Yes ☒ No

3. Does this relate to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? *If "yes", please provide an explanation and attach all documentation (emails) between departments.*

☐ Yes ☒ No

4. Does this new minor, emphasis, and certificate meet University catalog definitions? *These can be found at bottom of page 2.*

☒ Yes ☐ No

5. Will additional resources or costs be required? ☐ Yes ☒ No
If so, what will be needed?

6. Describe the program assessment plan:

a. Enrollment targets = 3 per year

b. Outcome expected and process to evaluate =

Tracking from the onset of freshman year to completion of degree.

c. Plan to discontinue if enrollment targets not met =

Address recruitment and retention with departmental faculty

Questions for certificate only: If you have questions, contact the Financial Aid Office, 4240.

If "yes" to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education Approval.

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**

2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student?

Select One

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

Required fields completed.
Listed courses are currently active
Course Id's match Course names.
Course hours are correct.

Required 120 credit hour minimum met.
Academic Planning Excel Attached
Current Program Guide from Online Catalog
KBOR Forms Attached, if applicable

-Approved: Department Chair/Director

Date: 02/10/25

Signature: 

-Approved: College Curriculum Committee

Date: 3/4/25

Signature: Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

New Minors Where No Board-Approved Degree Program Exists will need KBOR Approval, it can be found at:
https://www.kansasregents.org/academic_affairs/new_program_approval

Following Faculty Senate Approval, submit sign off sheet and final complete package, in electronic format, to the office of the provost (220 Russ) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Please Note: This is a 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.

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, Biology, Pre-Dental Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			17
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
BIOL	322	Genetics	3
	And		
BIOL	323	Genetics Laboratory	2
BIOL	330	Principles of Ecology	3
BIOL	699	Senior Seminar and Assessment	1
Emphasis Specific Courses			20
BIOL	105	Pre-Health Orientation I	1
BIOL	205	Pre-Health Orientation II	1
BIOL	311	Cell Biology	3
BIOL	371	General Microbiology	3
	And		
BIOL	372	General Microbiology Laboratory	2
BIOL	656	Human Physiology	3
	And		
BIOL	657	Human Physiology Laboratory	2
BIOL	660	Human Anatomy and Dissection	
	OR		5
BIOL	257	Anatomy and Physiology	
	And		
BIOL	258	Anatomy and Physiology Laboratory	
Support Courses from other Departments			36
ART	222	Jewelry/Metals I	
	OR		3
ART	244	Ceramics I	
CHEM	215	General Chemistry I	3
	And		
CHEM	216	General Chemistry I Laboratory	2
CHEM	225	General Chemistry II	3
	And		
CHEM	226	General Chemistry II Laboratory	2
CHEM	325	Organic Chemistry I	3
	And		
CHEM	326	Organic Chemistry I Laboratory	2
CHEM	335	Organic Chemistry II	3
	And		
CHEM	336	Organic Chemistry II Laboratory	2

CHEM	475	Introduction to Biochemistry	
	OR		3
CHEM	575	Biochemistry I	
PHYS	100	College Physics I	
	OR		4
PHYS	104	Engineering Physics I	
PHYS	130	Elementary Physics Laboratory I	1
PHYS	101	College Physics II	
	OR		4
PHYS	105	Engineering Physics II	
PHYS	131	Elementary Physics Laboratory II	1
Biology Elective Courses			3
		Select at least 3 hours of Biology courses numbered 200 or higher	3
General Elective Courses			10
		*recommend upper division to meet 45 hour requirement	
Total Credit Hours -			86
Minor -			0
General Education, 34-35 hours -			34
Total Credit Hours:			120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Curriculum Revision Form

Effective Date: FALL

Submission Date: February 10, 2025

Department: Biology

College of: Arts & Sciences

Contact Person: Peter Chung

Minor Required? Yes

Revision

Major/Minor/Emphasis/Certification Name:

Pre-Medical Emphasis

If selection is "Deletion" complete questions 2, 3, & 4, then complete signatures.

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe your Changes:

1. Name change to emphasis, removal of all other emphasis areas other than Pre-Medical
2. Addition of PSYCH 155 General Psychology, SOC 100 Introduction to Sociology, PSYCH 263 Developmental Psychology, PSYCH 571 Abnormal Psychology to the curriculum
3. Adjustment of general elective hours

2. Rationale for change, including changes to curriculum objectives:

1. Name change from a one-size-fits-all emphasis to just Pre-Medical, as other new pre-health emphases are being created to drive student recruitment and enhance student retention, as well as streamline student advising.
2. Sociology and psychology courses added to pre-medical curriculum as medical school admissions test now includes a psych/sociology section. Rather than recommending these courses to students, we have decided to make it part of the curriculum. Per KBOR directive to include all courses and prerequisites to those courses in the curriculum, we are meeting such requirement.

3. Will this change affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to " College Curriculum Legislation" in SharePoint.*

☐

Yes

☒

No

4. If this change affects any other department on campus, **please attach any email notifications between departments.**

5. Does the revision meet University catalog definitions for majors, minors, emphases, and certificates as appropriate?

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

☒	Program guide from current catalog.
☒	Academic Planning Excel attached. 120
☒	Credit hours met.
☒	Course Id's match Course names. Course
☒	hours are correct.
☒	Listed courses are currently active Needed
☐	Documentation attached.

-Approved: Department Chair/Director

Date: 02/10/25 Signature: _____



-Approved: College Curriculum Committee

Date: 3/4/25 Signature: _____

Christopher Childers

-Approved: Dean of College

Date: 3/4/25 Signature: _____

Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____ Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25 Signature: _____



-Approved: Faculty Senate

Date: _____ Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, Biology, Pre-Medical Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			17
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
BIOL	322	Genetics	3
	And		
BIOL	323	Genetics Laboratory	2
BIOL	330	Principles of Ecology	3
BIOL	699	Senior Seminar and Assessment	1
Emphasis Specific Courses			16
BIOL	105	Pre-Health Orientation I	1
BIOL	205	Pre-Health Orientation II	1
BIOL	305	Pre-Health Orientation III	1
BIOL	311	Cell Biology	3
BIOL	371	General Microbiology	3
	And		
BIOL	372	General Microbiology Laboratory	2
BIOL	656	Human Physiology	3
	And		
BIOL	657	Human Physiology Laboratory	2
Support Courses from other Departments			45
CHEM	215	General Chemistry I	3
	And		
CHEM	216	General Chemistry I Laboratory	2
CHEM	225	General Chemistry II	3
	And		
CHEM	226	General Chemistry II Laboratory	2
CHEM	325	Organic Chemistry I	3
	And		
CHEM	326	Organic Chemistry I Laboratory	2
CHEM	335	Organic Chemistry II	3
	And		
CHEM	336	Organic Chemistry II Laboratory	2
CHEM	475	Introduction to Biochemistry	3
	OR		
CHEM	575	Biochemistry I	3
PHYS	100	College Physics I	4
	OR		
PHYS	104	Engineering Physics I	4
PHYS	130	Elementary Physics Laboratory I	1
PHYS	101	College Physics II	4
	OR		

PHYS	105	Engineering Physics II	
PHYS	131	Elementary Physics Laboratory II	1
PSYCH	155	General Psychology	3
PSYCH	263	Developmental Psychology	3
PSYCH	571	Abnormal Psychology	3
SOC	100	Introduction to Sociology	3
Biology Elective Courses			7
		Select at least 7 hours of Biology courses numbered 200 or higher	7
General Elective Courses			1
		*recommend upper division to meet 45 hour requirement	
Total Credit Hours -			86
Minor -			0
General Education, 34-35 hours -			34
Total Credit Hours:			120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Pre-Medical, Pre-Dental, Pre-Vet, Pre Optometry, and Pre-Chiropractic Emphasis

Degree: Bachelor of Science

Major: Biology

Emphasis: Pre-Medical, Pre-Dental, Pre-Vet, Pre-Optometry, and Pre-Chiropractic

- Chemistry and Physical Science minors are included in the hours below. Other minors will need more hours.

Biology Core Requirements (33 hours)

- ___ BIOL-105 Pre-Health Orientation I (1 hour)
- ___ BIOL-205 Pre-Health Orientation II (1 hour)
- ___ BIOL-211 Principles of Biology I (4 hours)
- ___ BIOL-212 Principles of Biology II (4 hours)
- ___ BIOL-305 Pre-Health Orientation III (1 hour)
- ___ BIOL-311 Cell Biology (3 hours)
- ___ BIOL-322 Genetics (3 hours)
- and ___ BIOL-323 Genetics Laboratory (2 hours)
- ___ BIOL-330 Principles of Ecology (3 hours)
- ___ BIOL-371 General Microbiology (3 hours)
- and ___ BIOL-372 General Microbiology Laboratory (2 hours)
- ___ BIOL-699 Senior Seminar and Assessment (1 hour)

Select one Upper Division Physiology from:

- ___ BIOL-656 Human Physiology (3 hours)
- and ___ BIOL-657 Human Physiology Laboratory (2 hours)
- ___ BIOL-675 Microbial Physiology (3 hours)
- and ___ BIOL-676 Microbial Physiology Laboratory (2 hours)

Select 7 hours of Biology Suggested Electives from:

- ___ BIOL-257 Anatomy and Physiology (3 hours)
- and ___ BIOL-258 Anatomy and Physiology Laboratory (2 hours)
- ___ BIOL-277 Epidemiology (3 hours)
- ___ BIOL-402 Topics in Biology (____) (1-3 hours)
- ___ BIOL-410 Biological and Medical Terminology (2 hours)
- ___ BIOL-490 Honors Research in Biology (1-3 hours)
- ___ BIOL-550 Advanced Cellular and Molecular Biology (3 hours)
- ___ BIOL-551 Introduction to Recombinant DNA Techniques Laboratory (3 hours)
- ___ BIOL-572 General Virology (3 hours)
- ___ BIOL-602 Topics in Biology (____) (1-3 hours)
- ___ BIOL-605 Bioethics (3 hours)
- ___ BIOL-650 Developmental Biology (3 hours)

- ___ BIOL-653 Biology of Cancer (3 hours)
- ___ BIOL-660 Human Anatomy and Dissection (5 hours)
- ___ BIOL-671 Immunology (3 hours)
- and ___ BIOL-672 Immunology Laboratory (2 hours)
- ___ BIOL-673 Basics of Human Toxicology (3 hours)

Requirements from Other Departments (33 hours)

See notes *1

- ___ CHEM-215 General Chemistry I (3 hours)
- and ___ CHEM-216 General Chemistry I Laboratory (2 hours)
- ___ CHEM-225 General Chemistry II (3 hours)
- and ___ CHEM-226 General Chemistry II Laboratory (2 hours)
- ___ CHEM-325 Organic Chemistry I (3 hours)
- and ___ CHEM-326 Organic Chemistry I Laboratory (2 hours)
- ___ CHEM-335 Organic Chemistry II (3 hours)
- and ___ CHEM-336 Organic Chemistry II Laboratory (2 hours)
- ___ CHEM-575 Biochemistry I (3 hours)

Plus 10 hours chosen from:

- ___ PHYS-100 College Physics I (4 hours)
- and ___ PHYS-130 Elementary Physics Laboratory I (1 hour)
- ___ PHYS-101 College Physics II (4 hours)
- and ___ PHYS-131 Elementary Physics Laboratory II (1 hour)
- ___ PHYS-104 Engineering Physics I (4 hours)
- and ___ PHYS-130 Elementary Physics Laboratory I (1 hour)
- ___ PHYS-105 Engineering Physics II (4 hours)
- and ___ PHYS-131 Elementary Physics Laboratory II (1 hour)

*Notes *1: Plus 12-13 hours of other electives. Total hours for Bachelor of Science Degree with a Major in Biology: Pre-Medical and Pre-Dental Emphasis, 120 hours (includes a Chemistry or Physical Science minor.)*

General Education Requirements

English Discipline Requirements - 6 Total Hours

- ___ ENGL-101 English Composition (3 hours)
- ___ ENGL-299 Introduction to Research Writing (3 hours)

Communications Discipline Requirements - 3 Total Hours

- ___ COMM-207 Speech Communication (3 hours)

Mathematics & Statistics Discipline Requirements - 3 Total Hours

- ___ MATH-110 College Algebra with Review (5 hours)
- ___ MATH-113 College Algebra (3 hours)
- ___ MATH-126 Pre-Calculus (4 hours)
- ___ MATH-133 Quantitative Reasoning (3 hours)
- ___ MATH-143 Elementary Statistics (3 hours)
- ___ MATH-150 Calculus I (5 hours)
- ___ MATH-204 Mathematics for Education I (3 hours)

Natural & Physical Sciences Discipline Requirements - 4/5 Total Hours

- ___ BIOL-111 General Biology (3 hours)

- ___ BIOL-112 General Biology Laboratory (2 hours)
- ___ BIOL-113 Environmental Life Science (4 hours)
- ___ BIOL-211 Principles of Biology I (4 hours)
- ___ CHEM-105 Introductory Chemistry (3 hours)
- ___ CHEM-106 Introductory Chemistry Laboratory (1 hour)
- ___ CHEM-215 General Chemistry I (3 hours)
- ___ CHEM-216 General Chemistry I Laboratory (2 hours)
- ___ PHYS-100 College Physics I (4 hours)
- ___ PHYS-104 Engineering Physics I (4 hours)
- ___ PHYS-130 Elementary Physics Laboratory I (1 hour)
- ___ PHYS-160 Physical Geology (3 hours)
- ___ PHYS-165 Physical Geology Laboratory (1 hour)
- ___ PHYS-166 Meteorology (3 hours)
- ___ PHYS-167 Meteorology Laboratory (1 hour)
- ___ PHYS-171 Physical Science (3 hours)
- ___ PHYS-172 Physical Science Laboratory (1 hour)
- ___ PHYS-175 Descriptive Astronomy (3 hours)
- ___ PHYS-176 Astronomy Laboratory (1 hour)
- ___ PHYS-375 Solar System Astronomy (3 hours)

Social & Behavioral Sciences Discipline Requirements - 6 Total Hours

- ___ ANTH-101 Introduction to Cultural Anthropology (3 hours)
- ___ ECON-191 Issues in Today's Economy (3 hours)
- ___ ECON-200 Principles of Microeconomics (3 hours)
- ___ ECON-201 Principles of Macroeconomics (3 hours)
- ___ ETECH-502 Engineering Economy (3 hours)
- ___ GEOG-106 World Regional Geography (3 hours)
- ___ GEOG-300 Elements of Geography (3 hours)
- ___ GEOG-304 Human Geography (3 hours)
- ___ POLS-101 U.S. Politics (3 hours)
- ___ POLS-103 Comparative Politics (3 hours)
- ___ POLS-201 Introduction to Public Policy (3 hours)
- ___ PSYCH-155 General Psychology (3 hours)
- ___ SOC-100 Introduction to Sociology (3 hours)
- ___ SWK-250 Relationship Skills (3 hours)
- ___ WGS-200 Introduction to Women's Studies (3 hours)
- ___ WGS-399 Global Women's Issues (3 hours)

Arts & Humanities Discipline Requirements - 6 Total Hours

- ___ ART-178 Introduction to the Visual Arts (3 hours)
- ___ ART-188 The Designed World (3 hours)
- ___ ART-217 Crafts I (3 hours)
- ___ ART-222 Jewelry/Metals I (3 hours)
- ___ ART-233 Drawing I (3 hours)
- ___ ART-244 Ceramics I (3 hours)
- ___ ART-266 Sculpture I (3 hours)
- ___ ART-277 Painting I (3 hours)
- ___ ART-288 Introduction to Art History I (3 hours)
- ___ ART-289 Introduction to Art History II (3 hours)
- ___ ART-311 Art Education (3 hours)
- ___ COMM-105 Performance Appreciation (3 hours)
- ___ COMM-205 Performance Studies (3 hours)
- ___ COMM-395 Theatre History () (3 hours)
- ___ ENGL-113 Literature and Culture (3 hours)
- ___ ENGL-114 General Literature (Genre) (3 hours)
- ___ ENGL-116 General Literature (Theme) (3 hours)
- ___ ENGL-117 Introduction to Fiction (3 hours)

- ___ ENGL-118 Introduction to Poetry (3 hours)
- ___ ENGL-120 Literature and Film (3 hours)
- ___ ENGL-121 Intro to Anti-Racist Literature (3 hours)
- ___ ENGL-122 Introduction to Women's Literature (3 hours)
- ___ ENGL-123 The Citizen in Literature (3 hours)
- ___ ENGL-125 Introduction to Horror in Literature (3 hours)
- ___ ENGL-250 Introduction to Creative Writing (3 hours)
- ___ ENGL-315 Mythology (3 hours)
- ___ ENGL-320 Literature and Film (3 hours)
- ___ HHP-151 Dance Appreciation (3 hours)
- ___ HIST-101 World History to 1500 (3 hours)
- ___ HIST-102 World History from 1500 (3 hours)
- ___ HIST-201 American History to 1865 (3 hours)
- ___ HIST-202 American History from 1865 (3 hours)
- ___ HONOR-200 The Power of Music (3 hours)
- ___ MLL-124 French Language and Culture I (3 hours)
- ___ MLL-154 Spanish Language and Culture I (3 hours)
- ___ MUSIC-120 Music Appreciation () (3 hours)
- ___ MUSIC-121 Introduction to Music Literature (3 hours)
- ___ MUSIC-321 History of Music (3 hours)
- ___ MUSIC-322 History of Music (3 hours)
- ___ PHIL-103 Introduction to Philosophy (3 hours)
- ___ PHIL-105 Ethics (3 hours)
- ___ PHIL-112 Biomedical Ethics (3 hours)
- ___ PHIL-113 Business Ethics (3 hours)
- ___ PHIL-114 Environmental Ethics (3 hours)
- ___ PHIL-231 World Religions (3 hours)

Institutionally Designated Requirements - 6 Total Hours

- ___ UGS-150 Gorilla Gateway (2 hours)

Any 1 credit hour class from the following:

- ___ DANCE-200 Dance () (1-3 hours)
- ___ EXSCI-200 Introduction to Exercise Science (1 hour)
- ___ HHP-150 Lifetime Fitness Concepts (1 hour)

Any 3 credit hour class from 4, 5, 6 or the following:

- ___ BIOL-617 Environmental Health (3 hours)
- ___ BUS-101 Introduction to Business (3 hours)
- ___ DSIS-130 Computer Information Systems (3 hours)
- ___ EDUC-261 Explorations in Education (3 hours)
- ___ EET-247 Computer Programming for Electronic Systems (3 hours)
- ___ EDTH-330 Technology for Teaching and Learning (3 hours)
- ___ FCS-203 Nutrition and Health (3 hours)
- ___ FCS-230 Consumer Education and Personal Finance (3 hours)
- ___ FIN-210 Financial Planning (3 hours)
- ___ GT-210 Technology in the World Today (3 hours)
- ___ GT-350 Technology and Civilization (3 hours)
- ___ HIST-207 Health Habits in American History (3 hours)
- ___ MECET-121 Engineering Graphics I (3 hours)
- ___ MFGET-263 Manufacturing Methods I (2 hours)
- ___ MFGET-268 Manufacturing Methods I Laboratory (1 hour)
- ___ MFGET-405 Quality Control (3 hours)
- ___ NURS-303 Introduction to Public Health (3 hours)
- ___ PHIL-206 Rational Decisions (3 hours)
- ___ PHIL-207 Critical Thinking (3 hours)
- ___ PHIL-208 Logic (3 hours)

Revised: 11/12/2024

Curriculum Revision Form

Effective Date: FALL

Submission Date: February 10, 2025

Department: Biology

College of: Arts & Sciences

Contact Person: Peter Chung

Minor Required? Yes

Revision

Major/Minor/Emphasis/Certification Name:

Pre-Medical Laboratory Science Emphasis

If selection is "Deletion" complete questions 2, 3, & 4, then complete signatures.

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe your Changes:

1. Clinical year hours change from 30 to 32 hours.
2. Adjustment of overall elective hours

2. Rationale for change, including changes to curriculum objectives:

1. Change is made to better reflect changing hours at various medical laboratory school clinical facilities.

3. Will this change affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to " College Curriculum Legislation" in SharePoint.*

☐

Yes

☒

No

4. If this change affects any other department on campus, **please attach any email notifications between departments.**

5. Does the revision meet University catalog definitions for majors, minors, emphases, and certificates as appropriate?

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

☒	Program guide from current catalog.
☒	Academic Planning Excel attached. 120
☒	Credit hours met.
☒	Course Id's match Course names. Course
☒	hours are correct.
☒	Listed courses are currently active Needed
☐	Documentation attached.

-Approved: Department Chair/Director

Date: 02/10/25

Signature: _____



-Approved: College Curriculum Committee

Date: 3/4/25

Signature: _____

Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature: _____

Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, Biology, Pre-Medical Laboratory Sciences Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			17
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
BIOL	322	Genetics	3
	And		
BIOL	323	Genetics Laboratory	2
BIOL	330	Principles of Ecology	3
BIOL	699	Senior Seminar and Assessment	1
Emphasis Specific Courses			14
BIOL	105	Pre-Health Orientation I	1
BIOL	257	Anatomy and Physiology	3
	And		
BIOL	258	Anatomy and Physiology Laboratory	2
BIOL	371	General Microbiology	3
	And		
BIOL	372	General Microbiology Laboratory	2
BIOL	671	Immunology	3
Support Courses from other Departments			18
CHEM	215	General Chemistry I	3
	And		
CHEM	216	General Chemistry I Laboratory	2
CHEM	225	General Chemistry II	3
	And		
CHEM	226	General Chemistry II Laboratory	2
CHEM	320	Introductory Organic Chemistry	
	OR		3
CHEM	325	Organic Chemistry I	
	And		
CHEM	326	Organic Chemistry I Laboratory	2
CHEM	475	Introduction to Biochemistry	
	OR		3
CHEM	575	Biochemistry I	
Clinical Year			32
BIOL	481	Clinical Microbiology	1-8
BIOL	482	Clinical Biochemistry	1-8
BIOL	483	Clinical Immunology	1-6
BIOL	484	Clinical Hematology	1-6
BIOL	485	Topics in Medical Technology	1-6
General Elective Courses			5
*recommend upper division to meet 45 hour requirement			

		Total Credit Hours -	86
		Minor -	0
		General Education, 34-35 hours -	34
		Total Credit Hours:	120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Medical Laboratory Sciences Emphasis

Degree: Bachelor of Science

Major: Biology

Emphasis: Medical Laboratory Sciences

Biology Core Requirements (31 hours)

- ___ BIOL-105 Pre-Health Orientation I (1 hour)
- ___ BIOL-211 Principles of Biology I (4 hours)
- ___ BIOL-212 Principles of Biology II (4 hours)
- ___ BIOL-257 Anatomy and Physiology (3 hours)
- and ___ BIOL-258 Anatomy and Physiology Laboratory (2 hours)
- ___ BIOL-322 Genetics (3 hours)
- and ___ BIOL-323 Genetics Laboratory (2 hours)
- ___ BIOL-330 Principles of Ecology (3 hours)
- ___ BIOL-371 General Microbiology (3 hours)
- and ___ BIOL-372 General Microbiology Laboratory (2 hours)
- ___ BIOL-671 Immunology (3 hours)
- ___ BIOL-699 Senior Seminar and Assessment (1 hour)

Required from Chemistry (18 hours)

See notes *1

- ___ CHEM-215 General Chemistry I (3 hours)
- and ___ CHEM-216 General Chemistry I Laboratory (2 hours)
- ___ CHEM-225 General Chemistry II (3 hours)
- and ___ CHEM-226 General Chemistry II Laboratory (2 hours)
- ___ CHEM-320 Introductory Organic Chemistry (3 hours)
- or ___ CHEM-325 Organic Chemistry I (3 hours)
- and ___ CHEM-326 Organic Chemistry I Laboratory (2 hours)
- ___ CHEM-475 Introduction to Biochemistry (3 hours)
- or ___ CHEM-575 Biochemistry I (3 hours)

Notes *1: CHEM 215/216, CHEM 320/325, plus CHEM 326, are required per Biology degree.

Other Electives, 5-6 hours.

Clinical Year (30 hours)

Clinical year, 30 hours, at a school of medical technology affiliated with Pittsburg State University replaces the need for minor.

CHEM 215/216 and CHEM 320/325 plus CHEM 326 are required per Biology degree.

TOTAL 120 hours for Bachelor of Science Degree in Biology with a Medical Laboratory Sciences Emphasis.

General Education Requirements

English Discipline Requirements - 6 Total Hours

- ___ ENGL-101 English Composition (3 hours)
- ___ ENGL-299 Introduction to Research Writing (3 hours)

Communications Discipline Requirements - 3 Total Hours

- ___ COMM-207 Speech Communication (3 hours)

Mathematics & Statistics Discipline Requirements - 3 Total Hours

- ___ MATH-110 College Algebra with Review (5 hours)
- ___ MATH-113 College Algebra (3 hours)
- ___ MATH-126 Pre-Calculus (4 hours)
- ___ MATH-133 Quantitative Reasoning (3 hours)
- ___ MATH-143 Elementary Statistics (3 hours)
- ___ MATH-150 Calculus I (5 hours)
- ___ MATH-204 Mathematics for Education I (3 hours)

Natural & Physical Sciences Discipline Requirements - 4/5 Total Hours

- ___ BIOL-111 General Biology (3 hours)
- ___ BIOL-112 General Biology Laboratory (2 hours)
- ___ BIOL-113 Environmental Life Science (4 hours)
- ___ BIOL-211 Principles of Biology I (4 hours)
- ___ CHEM-105 Introductory Chemistry (3 hours)
- ___ CHEM-106 Introductory Chemistry Laboratory (1 hour)
- ___ CHEM-215 General Chemistry I (3 hours)
- ___ CHEM-216 General Chemistry I Laboratory (2 hours)
- ___ PHYS-100 College Physics I (4 hours)
- ___ PHYS-104 Engineering Physics I (4 hours)
- ___ PHYS-130 Elementary Physics Laboratory I (1 hour)
- ___ PHYS-160 Physical Geology (3 hours)
- ___ PHYS-165 Physical Geology Laboratory (1 hour)
- ___ PHYS-166 Meteorology (3 hours)
- ___ PHYS-167 Meteorology Laboratory (1 hour)
- ___ PHYS-171 Physical Science (3 hours)
- ___ PHYS-172 Physical Science Laboratory (1 hour)
- ___ PHYS-175 Descriptive Astronomy (3 hours)
- ___ PHYS-176 Astronomy Laboratory (1 hour)
- ___ PHYS-375 Solar System Astronomy (3 hours)

Social & Behavioral Sciences Discipline Requirements - 6 Total Hours

- ___ ANTH-101 Introduction to Cultural Anthropology (3 hours)
- ___ ECON-191 Issues in Today's Economy (3 hours)
- ___ ECON-200 Principles of Microeconomics (3 hours)
- ___ ECON-201 Principles of Macroeconomics (3 hours)
- ___ ETECH-502 Engineering Economy (3 hours)
- ___ GEOG-106 World Regional Geography (3 hours)
- ___ GEOG-300 Elements of Geography (3 hours)
- ___ GEOG-304 Human Geography (3 hours)
- ___ POLS-101 U.S. Politics (3 hours)
- ___ POLS-103 Comparative Politics (3 hours)
- ___ POLS-201 Introduction to Public Policy (3 hours)

- ☐ PSYCH-155 General Psychology (3 hours)
- ☐ SOC-100 Introduction to Sociology (3 hours)
- ☐ SWK-250 Relationship Skills (3 hours)
- ☐ WGS-200 Introduction to Women's Studies (3 hours)
- ☐ WGS-399 Global Women's Issues (3 hours)

Arts & Humanities Discipline Requirements - 6 Total Hours

- ☐ ART-178 Introduction to the Visual Arts (3 hours)
- ☐ ART-188 The Designed World (3 hours)
- ☐ ART-217 Crafts I (3 hours)
- ☐ ART-222 Jewelry/Metals I (3 hours)
- ☐ ART-233 Drawing I (3 hours)
- ☐ ART-244 Ceramics I (3 hours)
- ☐ ART-266 Sculpture I (3 hours)
- ☐ ART-277 Painting I (3 hours)
- ☐ ART-288 Introduction to Art History I (3 hours)
- ☐ ART-289 Introduction to Art History II (3 hours)
- ☐ ART-311 Art Education (3 hours)
- ☐ COMM-105 Performance Appreciation (3 hours)
- ☐ COMM-205 Performance Studies (3 hours)
- ☐ COMM-395 Theatre History () (3 hours)
- ☐ ENGL-113 Literature and Culture (3 hours)
- ☐ ENGL-114 General Literature (Genre) (3 hours)
- ☐ ENGL-116 General Literature (Theme) (3 hours)
- ☐ ENGL-117 Introduction to Fiction (3 hours)
- ☐ ENGL-118 Introduction to Poetry (3 hours)
- ☐ ENGL-120 Literature and Film (3 hours)
- ☐ ENGL-121 Intro to Anti-Racist Literature (3 hours)
- ☐ ENGL-122 Introduction to Women's Literature (3 hours)
- ☐ ENGL-123 The Citizen in Literature (3 hours)
- ☐ ENGL-125 Introduction to Horror in Literature (3 hours)
- ☐ ENGL-250 Introduction to Creative Writing (3 hours)
- ☐ ENGL-315 Mythology (3 hours)
- ☐ ENGL-320 Literature and Film (3 hours)
- ☐ HHP-151 Dance Appreciation (3 hours)
- ☐ HIST-101 World History to 1500 (3 hours)
- ☐ HIST-102 World History from 1500 (3 hours)
- ☐ HIST-201 American History to 1865 (3 hours)
- ☐ HIST-202 American History from 1865 (3 hours)
- ☐ HONOR-200 The Power of Music (3 hours)
- ☐ MLL-124 French Language and Culture I (3 hours)
- ☐ MLL-154 Spanish Language and Culture I (3 hours)
- ☐ MUSIC-120 Music Appreciation () (3 hours)
- ☐ MUSIC-121 Introduction to Music Literature (3 hours)
- ☐ MUSIC-321 History of Music (3 hours)
- ☐ MUSIC-322 History of Music (3 hours)
- ☐ PHIL-103 Introduction to Philosophy (3 hours)
- ☐ PHIL-105 Ethics (3 hours)
- ☐ PHIL-112 Biomedical Ethics (3 hours)
- ☐ PHIL-113 Business Ethics (3 hours)
- ☐ PHIL-114 Environmental Ethics (3 hours)
- ☐ PHIL-231 World Religions (3 hours)

Institutionally Designated Requirements - 6 Total Hours

- ☐ UGS-150 Gorilla Gateway (2 hours)

Any 1 credit hour class from the following:

- ☐ DANCE-200 Dance () (1-3 hours)
- ☐ EXSCI-200 Introduction to Exercise Science (1 hour)
- ☐ HHP-150 Lifetime Fitness Concepts (1 hour)

Any 3 credit hour class from 4, 5, 6 or the following:

- ☐ BIOL-617 Environmental Health (3 hours)
- ☐ BUS-101 Introduction to Business (3 hours)
- ☐ DSIS-130 Computer Information Systems (3 hours)
- ☐ EDUC-261 Explorations in Education (3 hours)
- ☐ EET-247 Computer Programming for Electronic Systems (3 hours)
- ☐ EDTH-330 Technology for Teaching and Learning (3 hours)
- ☐ FCS-203 Nutrition and Health (3 hours)
- ☐ FCS-230 Consumer Education and Personal Finance (3 hours)
- ☐ FIN-210 Financial Planning (3 hours)
- ☐ GT-210 Technology in the World Today (3 hours)
- ☐ GT-350 Technology and Civilization (3 hours)
- ☐ HIST-207 Health Habits in American History (3 hours)
- ☐ MECET-121 Engineering Graphics I (3 hours)
- ☐ MFGET-263 Manufacturing Methods I (2 hours)
- ☐ MFGET-268 Manufacturing Methods I Laboratory (1 hour)
- ☐ MFGET-405 Quality Control (3 hours)
- ☐ NURS-303 Introduction to Public Health (3 hours)
- ☐ PHIL-206 Rational Decisions (3 hours)
- ☐ PHIL-207 Critical Thinking (3 hours)
- ☐ PHIL-208 Logic (3 hours)
- ☐ REC-350 Promoting Community and Worksite Wellness (3 hours)

Revised: 11/12/2024

Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2025

Submission Date: February 10, 2025

Department: Biology

College of: Arts & Sciences

Contact Person: Peter Chung

Proposal for a New: **Emphasis**

Modality of Program: Face to Face

Title of new Minor/Emphasis/Certificate: Pre-Optometry Emphasis

Major: Biology

Minor Required? **Yes**

New Minor/Emphasis/Certificate – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

- Used to create new Minors/Emphases/Certificates and CAN require KBOR approval or notification.

See KBOR requirements below.

- Approved requests become effective in the next academic catalog.

1. Purpose/Justification for New Minor/Emphasis/Certificate:

To fall in line with KBORs 120 hour requirement, including listing of all of the required courses as well as prerequisite courses in the degree, along with the new 34-35 general education package, it has become increasingly difficult to ask students to follow a one-size-fits-all emphasis, prolonging their degree completion by taking courses not required for their respective future professional schools. As conferred degrees now print out the emphasis areas in each department on the actual degree certificate, students, faculty and staff have indicated a preference to have their own emphasis, rather than the entire list of options: i.e., Pre-Med/Pre-Dent/Pre-Opt/Pre-Vet/Pre-Chiro emphasis compared to a simple Pre-Optometry emphasis. As professional schools differ in many prerequisite requirements, this will assist recruitment and retention for the specific emphasis, providing an identity and focus for the students choosing this emphasis area. Furthermore, the creation of this new emphasis will not take away resources nor funds from existing emphases.

Quick highlights of the new Pre-Optometry emphasis:

- 1) addition of Anatomy&Physiology or Human Anatomy and Dissection as emphasis specific courses per optometry school requirements,
- 2) addition of General Psychology as a required support course per optometry school requirements
- 3) removal of Organic II and Laboratory as it is no longer required by optometry schools
- 4) addition of Elementary Statistics and Calculus I as required support courses per optometry school requirements
- 5) removal of Pre-Health III Orientation from required to a Biology elective.

2. Will this affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.*

☐ Yes ☒ No

3. Does this relate to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? *If "yes", please provide an explanation and attach all documentation (emails) between departments.*

☐ Yes ☒ No

4. Does this new minor, emphasis, and certificate meet University catalog definitions? *These can be found at bottom of page 2.*

☒ Yes ☐ No

5. Will additional resources or costs be required? ☐ Yes ☒ No
If so, what will be needed?

6. Describe the program assessment plan:

- a. Enrollment targets = 3 per year
- b. Outcome expected and process to evaluate =
Tracking from the onset of freshman year to completion of degree.
- c. Plan to discontinue if enrollment targets not met =
Address recruitment and retention with departmental faculty

**Questions for certificate only: If you have questions, contact the Financial Aid Office, 4240.
If "yes" to both questions, it is the department's responsibility to send a copy of this legislation form to the
Director of Admission and Financial Assistance to initiate Department of Education Approval.**

- 1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
- 2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student?
Select One

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

Required fields completed.
Listed courses are currently active
Course Id's match Course names.
Course hours are correct.

Required 120 credit hour minimum met.
Academic Planning Excel Attached
Current Program Guide from Online Catalog
KBOR Forms Attached, if applicable

-Approved: Department Chair/Director

Date: 02/10/25

Signature: 

-Approved: College Curriculum Committee

Date: 3/4/25

Signature: Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

New Minors Where No Board-Approved Degree Program Exists will need KBOR Approval, it can be found at:

https://www.kansasregents.org/academic_affairs/new_program_approval

Following Faculty Senate Approval, submit sign off sheet and final complete package, in electronic format, to the office of the provost (220 Russ) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Please Note: This is a 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.

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, Biology, Pre-Optometry Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			17
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
BIOL	322	Genetics	3
	And		
BIOL	323	Genetics Laboratory	2
BIOL	330	Principles of Ecology	3
BIOL	699	Senior Seminar and Assessment	1
Emphasis Specific Courses			20
BIOL	105	Pre-Health Orientation I	1
BIOL	205	Pre-Health Orientation II	1
BIOL	311	Cell Biology	3
BIOL	371	General Microbiology	3
	And		
BIOL	372	General Microbiology Laboratory	2
BIOL	656	Human Physiology	3
	And		
BIOL	657	Human Physiology Laboratory	2
BIOL	660	Human Anatomy and Dissection	
	OR		5
BIOL	257	Anatomy and Physiology	
	And		
BIOL	258	Anatomy and Physiology Laboratory	
Support Courses from other Departments			39
CHEM	215	General Chemistry I	3
	And		
CHEM	216	General Chemistry I Laboratory	2
CHEM	225	General Chemistry II	3
	And		
CHEM	226	General Chemistry II Laboratory	2
CHEM	325	Organic Chemistry I	3
	And		
CHEM	326	Organic Chemistry I Laboratory	2
CHEM	475	Introduction to Biochemistry	
	OR		3
CHEM	575	Biochemistry I	
MATH	143	Elementary Statistics	3
MATH	150	Calculus I	5
PHYS	100	College Physics I	
	OR		4
PHYS	104	Engineering Physics I	

PHYS	130	Elementary Physics Laboratory I	1
PHYS	101	College Physics II	
	OR		4
PHYS	105	Engineering Physics II	
PHYS	131	Elementary Physics Laboratory II	1
PSYCH	155	General Psychology	3
Biology Elective Courses			3
		Select at least 3 hours of Biology courses numbered 200 or higher	3
General Elective Courses			7
		*recommend upper division to meet 45 hour requirement	
Total Credit Hours -			86
Minor -			0
General Education, 34-35 hours -			34
Total Credit Hours:			120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Curriculum Revision Form

Effective Date: FALL

Submission Date: February 10, 2025

Department: Biology

College of: Arts & Sciences

Contact Person: Peter Chung

Minor Required? Yes

Revision

Major/Minor/Emphasis/Certification Name:

Pre-Physician Assistant Emphasis

If selection is "Deletion" complete questions 2, 3, & 4, then complete signatures.

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum, effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe your Changes:

1. Addition of BIOL 205 Pre-Health Orientation II, BIOL 257/258 Anatomy & Physiology
2. Decreasing Biology electives to 3 hours
3. Adjustment of general elective hours

2. Rationale for change, including changes to curriculum objectives:

1. Pre-Health Orientation II was left out last curriculum round; adding it back in. BIOL 257/258 A&P added to the emphasis specific category due to requirements from Physician Assistant Schools before applying; students are currently taking the elective already.
2. Biology electives adjusted accordingly due to the movement of A&P from elective to required.

3. Will this change affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.*

☐

Yes

☒

No

4. If this change affects any other department on campus, please attach any email notifications between departments.

5. Does the revision meet University catalog definitions for majors, minors, emphases, and certificates as appropriate?

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

☒	Program guide from current catalog.
☒	Academic Planning Excel attached. 120
☒	Credit hours met.
☒	Course Id's match Course names. Course
☒	hours are correct.
☒	Listed courses are currently active Needed
☐	Documentation attached.

-Approved: Department Chair/Director

Date: 02/10/25

Signature: _____



-Approved: College Curriculum Committee

Date: 3/4/25

Signature: _____

Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature: _____

Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, Biology, Pre-Physician Assistant Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			17
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
BIOL	322	Genetics	3
	And		
BIOL	323	Genetics Laboratory	2
BIOL	330	Principles of Ecology	3
BIOL	699	Senior Seminar and Assessment	1
Emphasis Specific Courses			27
BIOL	105	Pre-Health Orientation I	1
BIOL	205	Pre-Health Orientation II	1
BIOL	257	Anatomy and Physiology	3
	And		
BIOL	258	Anatomy and Physiology Laboratory	2
BIOL	311	Cell Biology	3
BIOL	371	General Microbiology	3
	And		
BIOL	372	General Microbiology Laboratory	2
BIOL	410	Biological and Medical Terminology	2
BIOL	656	Human Physiology	3
	And		
BIOL	657	Human Physiology Laboratory	2
BIOL	660	Human Anatomy and Dissection	5
Support Courses from other Departments			30
CHEM	215	General Chemistry I	3
	And		
CHEM	216	General Chemistry I Laboratory	2
CHEM	225	General Chemistry II	3
	And		
CHEM	226	General Chemistry II Laboratory	2
CHEM	320	Introductory Organic Chemistry	
	OR		3
CHEM	325	Organic Chemistry I	
	And		
CHEM	326	Organic Chemistry I Laboratory	2
CHEM	475	Introduction to Biochemistry	
	OR		3
CHEM	575	Biochemistry I	
MATH	143	Elementary Statistics	3
PSYCH	155	General Psychology	3
PSYCH	263	Developmental Psychology	3

PSYCH	571	Abnormal Psychology	3
		Biology Elective Courses	3
		Select at least 3 hours of Biology courses numbered 200 or higher	3
		General Elective Courses	9
		*recommend upper division to meet 45 hour requirement	
Total Credit Hours -			86
Minor -			0
General Education, 34-35 hours -			34
Total Credit Hours:			120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Pre-Physician Assistant Emphasis

Degree: Bachelor of Science

Major: Biology

Emphasis: Pre-Physician Assistant

Requirements from other departments, 12 hours

- ___ MATH-143 Elementary Statistics (3 hours)
- ___ PSYCH-155 General Psychology (3 hours)
- ___ PSYCH-263 Developmental Psychology (3 hours)
- ___ PSYCH-571 Abnormal Psychology (3 hours)

Electives, 10-14 hours

See notes *1

*Notes *1: Choose additional hours from Chemistry to meet 20 hours requirement for Chemistry minor or choose another minor. Check with advisor for upper division hours.*

Revised: 11/12/2024

Biology Requirements, 45 hours

- ___ BIOL-105 Pre-Health Orientation I (1 hour)
- ___ BIOL-211 Principles of Biology I (4 hours)
- and ___ BIOL-212 Principles of Biology II (4 hours)
- ___ BIOL-311 Cell Biology (3 hours)
- ___ BIOL-322 Genetics (3 hours)
- and ___ BIOL-323 Genetics Laboratory (2 hours)
- ___ BIOL-330 Principles of Ecology (3 hours)
- ___ BIOL-371 General Microbiology (3 hours)
- and ___ BIOL-372 General Microbiology Laboratory (2 hours)
- ___ BIOL-410 Biological and Medical Terminology (2 hours)
- ___ BIOL-656 Human Physiology (3 hours)
- and ___ BIOL-657 Human Physiology Laboratory (2 hours)
- ___ BIOL-660 Human Anatomy and Dissection (5 hours)
- ___ BIOL-699 Senior Seminar and Assessment (1 hour)

Select 7 hours of Biology Electives from:

- ___ BIOL-257 Anatomy and Physiology (3 hours)
- and ___ BIOL-258 Anatomy and Physiology Laboratory (2 hours)
- ___ BIOL-402 Topics in Biology (____) (1-3 hours)
Topic approved by advisor.
- ___ BIOL-572 General Virology (3 hours)
- ___ BIOL-602 Topics in Biology (____) (1-3 hours)
Topic approved by advisor.
- ___ BIOL-605 Bioethics (3 hours)
- ___ BIOL-650 Developmental Biology (3 hours)
- ___ BIOL-653 Biology of Cancer (3 hours)
- ___ BIOL-671 Immunology (3 hours)

Chemistry Requirements, 15-18 hours

- ___ CHEM-215 General Chemistry I (3 hours)
- and ___ CHEM-216 General Chemistry I Laboratory (2 hours)
- ___ CHEM-225 General Chemistry II (3 hours)
- and ___ CHEM-226 General Chemistry II Laboratory (2 hours)
- ___ CHEM-320 Introductory Organic Chemistry (3 hours)
- or ___ CHEM-325 Organic Chemistry I (3 hours)
- and ___ CHEM-326 Organic Chemistry I Laboratory (2 hours)
- ___ CHEM-475 Introduction to Biochemistry (3 hours)
- or ___ CHEM-575 Biochemistry I (3 hours)

Note: Lab Optional



CAS Curriculum Committee: Pre-PA Emphasis

From Christine Brodsky <cbrodsky@pittstate.edu>

Date Tue 3/4/2025 11:37 AM

To Christopher Childers <rchilders@pittstate.edu>

Cc Nancy Grantham <ngrantham@pittstate.edu>; Peter Chung <pchung@pittstate.edu>; Janet Kingman <jakingman@pittstate.edu>

Dr. Childers and the CAS Curriculum Committee,

In regard to the revision to the Pre-PA emphasis submitted by the Biology department, we understand that with the addition of BIOL 257/258 Anatomy & Physiology, the emphasis-specific courses exceed the standard 24 hours. We ask for an exception to this standard rule for the following reasons:

- 1) BIOL 257/258 was listed as a possible Biology elective that most students were taking anyway because the majority of PA Schools require students to have completed A&P before they can apply to PA Schools,
- 2) Listing BIOL 257/258 as a required emphasis specific course ensures student success in successfully applying to PA Schools on time, rather than leaving it as an elective that may or may not be advised to be taken in time,
- 3) The number of hours to graduation still remains at 120. This move only results in the decrease of 5 hours of a Biology elective.

For these reasons, the Biology Department is requesting a waiver to the standard 24-credit hour limit applied towards department emphasis specific courses. Please let me know if you have any questions or concerns.

Thank you,

Christine

.....
Christine C. Brodsky, Ph.D.
Associate Professor
Chair of the Departments of Biology and Chemistry
Director, Polymer Chemistry Initiative
Pittsburg State University
Office Phone: 620-235-4947
Pronouns: She/Her



Book time to meet with me

Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2025

Submission Date: February 10, 2025

Department: Biology

College of: Arts & Sciences

Contact Person: Peter Chung

Proposal for a New: **Emphasis**

Modality of Program: Face to Face

Title of new Minor/Emphasis/Certificate: Pre-Veterinary Emphasis

Major: Biology

Minor Required? **Yes**

New Minor/Emphasis/Certificate – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

- Used to create new Minors/Emphases/Certificates and CAN require KBOR approval or notification.

See KBOR requirements below.

- Approved requests become effective in the next academic catalog.

1. Purpose/Justification for New Minor/Emphasis/Certificate:

To fall in line with KBORs 120 hour requirement, including listing of all of the required courses as well as prerequisite courses in the degree, along with the new 34-35 general education package, it has become increasingly difficult to ask students to follow a one-size-fits-all emphasis, prolonging their degree completion by taking courses not required for their respective future professional schools. As conferred degrees now print out the emphasis areas in each department on the actual degree certificate, students, faculty and staff have indicated a preference to have their own emphasis, rather than the entire list of options: i.e., Pre-Med/Pre-Dent/Pre-Opt/Pre-Vet/Pre-Chiro emphasis compared to a simple Pre-Veterinary emphasis. As professional schools differ in many prerequisite requirements, this will assist recruitment and retention for the specific emphasis, providing an identity and focus for the students choosing this emphasis area. Furthermore, the creation of this new emphasis will not take away resources nor funds from existing emphases.

Quick highlights of the new Pre-Veterinary emphasis:

- 1) addition of Anatomy&Physiology or Human Anatomy and Dissection as emphasis specific courses per Veterinary School requirements
- 2) removal of Organic II and Laboratory as it is no longer required by Veterinary Schools
- 3) removal of Pre-Health III Orientation from required to a Biology elective.

2. Will this affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.*

☐ Yes ☒ No

3. Does this relate to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? *If "yes", please provide an explanation and attach all documentation (emails) between departments.*

☐ Yes ☒ No

4. Does this new minor, emphasis, and certificate meet University catalog definitions? *These can be found at bottom of page 2.*

☒ Yes ☐ No

5. Will additional resources or costs be required? ☐ Yes ☒ No
If so, what will be needed?

6. Describe the program assessment plan:

a. Enrollment targets = 3 per year

b. Outcome expected and process to evaluate =

Tracking from the onset of freshman year to completion of degree.

c. Plan to discontinue if enrollment targets not met =

Address recruitment and retention with departmental faculty

Questions for certificate only: If you have questions, contact the Financial Aid Office, 4240.

If "yes" to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education Approval.

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**

2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student?

Select One

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

Required fields completed.

Listed courses are currently active

Course Id's match Course names.

Course hours are correct.

Required 120 credit hour minimum met.

Academic Planning Excel Attached

Current Program Guide from Online Catalog

KBOR Forms Attached, if applicable

-Approved: Department Chair/Director

Date: 02/10/25

Signature: 

-Approved: College Curriculum Committee

Date: 3/4/25

Signature: Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

New Minors Where No Board-Approved Degree Program Exists will need KBOR Approval, it can be found at:

https://www.kansasregents.org/academic_affairs/new_program_approval

Following Faculty Senate Approval, submit sign off sheet and final complete package, in electronic format, to the office of the provost (220 Russ) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Please Note: This is a 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.

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis/Minor/Certificate - BS, Biology, Pre-Veterinary Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			17
BIOL	211	Principles of Biology I	4
BIOL	212	Principles of Biology II	4
BIOL	322	Genetics	3
	And		
BIOL	323	Genetics Laboratory	2
BIOL	330	Principles of Ecology	3
BIOL	699	Senior Seminar and Assessment	1
Emphasis Specific Courses			20
BIOL	105	Pre-Health Orientation I	1
BIOL	205	Pre-Health Orientation II	1
BIOL	311	Cell Biology	3
BIOL	371	General Microbiology	3
	And		
BIOL	372	General Microbiology Laboratory	2
BIOL	656	Human Physiology	3
	And		
BIOL	657	Human Physiology Laboratory	2
BIOL	660	Human Anatomy and Dissection	
	OR		5
BIOL	257	Anatomy and Physiology	
	And		
BIOL	258	Anatomy and Physiology Laboratory	
Support Courses from other Departments			28
CHEM	215	General Chemistry I	3
	And		
CHEM	216	General Chemistry I Laboratory	2
CHEM	225	General Chemistry II	3
	And		
CHEM	226	General Chemistry II Laboratory	2
CHEM	325	Organic Chemistry I	3
	And		
CHEM	326	Organic Chemistry I Laboratory	2
CHEM	475	Introduction to Biochemistry	
	OR		3
CHEM	575	Biochemistry I	
PHYS	100	College Physics I	
	OR		4
PHYS	104	Engineering Physics I	
PHYS	130	Elementary Physics Laboratory I	1

PHYS	101	College Physics II	
	OR		4
PHYS	105	Engineering Physics II	
PHYS	131	Elementary Physics Laboratory II	1
Biology Elective Courses			3
		Select at least 3 hours of Biology courses numbered 200 or higher	3
General Elective Courses			18
		*recommend upper division to meet 45 hour requirement	
Total Credit Hours -			86
Minor -			0
General Education, 34-35 hours -			34
Total Credit Hours:			120

Be sure all information is correct and courses are active before submitting.
Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.
Your legislation will be returned if either is found.

Faculty Senate Course Form

Effective Date: **Fall 2025**

Submission Date:

Department: **Chemistry**

College of: **Arts & Sciences**

Contact Person: **Jody Neef**

Prefix: **CHEM**

Create New, Revise, Inactivate, or Reactivate: **New**

Course #: **698**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the Changes:

Senior Research and Thesis will provide students with the opportunity to complete an in-depth experience, write a thesis, and defend their thesis. This will better prepare them for a career in industry or continuing studies for advanced degrees.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes ☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes ☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐ Yes ☒ No

5. Will additional resources or costs be required?

☐ Yes ☒ No

If so, what will be needed?

PSU Faculty Senate 24-25

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

Attach with upload.

Course Numbers cannot be changed, only created.

	Exsisting	New/Proposed
Title:		Senior Research and Thesis
Course Number:		698
Credits:		1-4
Grading System:	Select One	Pass/Fail
Pre/Co-Requisite(s):		Must be a senior in chemistry in good standing with the university
Course Description:		Senior Research and Thesis provides a research experience for undergraduate students that requires completing two semesters of research, writing a thesis, and defending their thesis. Prerequisites: Must be a senior in chemistry in good standing with Pittsburg State University

Authorization Sign-Off

Checklist: Check once verified.

☒	Required fields completed.
☒	Syllabus attached for new courses
☒	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 01/31/2025

Signature, Chair/Director: _____



-Approved: College Curriculum Committee

Date: 3/4/25

Signature, Committee Chair: _____

Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature, Dean: _____

Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature, Committee Chair: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Syllabus

Chemistry 698 – Senior Research and Thesis

Pittsburg State University

Description: Research is an integral part of chemistry. To this end, Senior Research and Thesis will provide students with the opportunity to complete an in-depth research experience, write a thesis, and defend their thesis. This course is designed to include two semesters of research with a thesis required in the second semester.

Prerequisites: Must be a senior in chemistry in good standing with Pittsburg State University

Objectives: This course will provide students a better understanding of experimental techniques, chemical processes, as well as data analysis which will strengthen their critical thinking skills. In addition, the writing and defending of a thesis will improve communication skills and contribute to the field of chemistry.

Assessments: Assessments will be between the student and the professor to insure adequate progress on the project. In addition, following completion of a thesis, the student must defend their thesis to three committee members that include the mentor and two faculty members chosen per discussion between the student and the mentor. This class will be graded on a pass/fail basis as voted on by the committee upon completion of the thesis defense.

Research Integrity: Research integrity is an important aspect of chemistry. Therefore, students must maintain a research notebook and a file of their analyses. Presentation of their work represents their mentor, as well as the university and should be done accurately and honestly.

Course Delivery: In-person

Grades: Pass/Fail

Credit Hours: 1-4

Faculty Senate Course Form

Effective Date: **Fall 2025**

Submission Date: 01/21/2025

Department: Communication

College of: **Arts & Sciences**

Contact Person: Malcolm Jason

Prefix: **COMM**

Create New, Revise, Inactivate, or Reactivate: **Revision**

Course #: **530**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the Changes:

Change course name and description of COMM 530. Name changing from "Interpersonal Communication" to "Advanced Interpersonal Communication." Description changing to indicate course will cover advanced concepts of interpersonal theory and research procedures. This brings us closer in line with KBOR institutions who have an introductory and a more advanced interpersonal communication course.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes ☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes ☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐ Yes ☒ No

5. Will additional resources or costs be required?

☐ Yes ☒ No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes ☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

Attach with upload.

Course Numbers cannot be changed, only created.

	Exsisting	New/Proposed
Title:	Interpersonal Communication	Advanced Interpersonal Communication
Course Number:	COMM 530	COMM 530
Credits:	3	3
Grading System:	A-F, IN	A-F, IN
Pre/Co-Requisite(s):	None	None
Course Description:	Survey course in interpersonal communication theory. Application of communication theory to professional and interpersonal situations.	Advanced course in interpersonal communication theory and research procedures.

Authorization Sign-Off

Checklist: Check once verified.

☒	Required fields completed.
☐	Syllabus attached for new courses
☐	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 2/4/2025

Signature, Chair/Director: Troy O. Cornwell

-Approved: College Curriculum Committee

Date: 3/4/25

Signature, Committee Chair: Christopher Childers

-Approved: Dean of College

Date: 3/4/25

Signature, Dean: Christopher Childers

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature, Committee Chair: Ryan

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Department(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Faculty Senate Notification Form

Effective Date: Fall 2025

Submission Date: April 11, 2025

Department: Mathematics and Physics

College of: Arts & Science

Contact Person: Serif Uran

Course/Program Name: PHYS 105 Engineering Physics II

Notification Form – Used for notifying faculty senate and registrar's office of changes that don't affect other departments.

- Admission Requirements
- Pre-requisites/Co-requisites -only removes or adds from your department.
- Modality -for the change or addition to teaching a face to face course to online or hybrid format.
- Other is for misc. situations that are not covered in the other areas.

1. Purpose/Justification for this notification:

This is to encourage our physics majors to learn the subject matter at a higher level before they get into PHYS 105 Engineering Physics II and upper level physics classes.

2. Is this notification related to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? No **If "yes", please provide documentation (ex. email).**

	Existing	New/Proposed
Modality of Program:	Select One	Select One
Admission Requirements:		
Pre/Co-Requisite(s):	Passing PHYS 104 Engineering Physics I with a minimum grade of D or better.	Passing PHYS 104 Engineering Physics I with a minimum grade of D or better. (Adding what is below as it would not fit in box)
Other:		A grade of C or better is required in PHYS 104 Engineering Physics I for Physics Majors.

Authorization Sign-Off Sheet

-Approved: Department Chairperson

Date: 4/14/25

Signature, Chairperson: _____



-Approved: Dean of College

Date: 4/22/25

Signature, Dean: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments: After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

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

Faculty Senate Course Form

Effective Date: **Fall 2025**

Submission Date: 2/10/2025

Department: TWL - Graphic Communications

College of: **Technology**

Contact Person: Doug Younger

Prefix: **GC**

Create New, Revise, Inactivate, or Reactivate: **Inactivate**

Course #: **432**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the Changes:

The Graphic Communications program is no longer using the GIT Prefix. A new course number with a GC prefix has already been legislated.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

PSU Faculty Senate 24-25

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

Attach with upload.

Course Numbers cannot be changed, only created.

	Exsisting	New/Proposed
Title:		
Course Number:		
Credits:		
Grading System:	Select One	Select One
Pre/Co-Requisite(s):		
Course Description:		

Authorization Sign-Off

Checklist: Check once verified.

☐	Required fields completed.
☐	Syllabus attached for new courses
☐	Assignment Strategies Attached

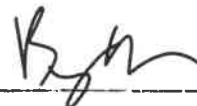
-Approved: Department Chair/Director

Date: 2/10/25 Signature, Chair/Director: 

-Approved: College Curriculum Committee

Date: 3/4/25 Signature, Committee Chair: 

-Approved: Dean of College

Date: 3/4/25 Signature, Dean: 

-Approved: Council for Teacher Education (if applicable)

Date: _____ Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25 Signature, Committee Chair: 

-Approved: Faculty Senate

Date: _____ Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Faculty Senate Course Form

Effective Date: **Fall 2025**

Submission Date: 1/19/25

Department: **TWL**

College of: **Technology**



Contact Person: **Traci Hughes**

Prefix: **GC**

Create New, Revise, Inactivate, or Reactivate: **Revision**



Course #: **535**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the Changes:

The course description is the same for GC 333 Advanced Graphic Design and GC Brand Strategy. Submitting this to update the course description to GC 535 Brand Strategy.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes

☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

Attach with upload.

Course Numbers cannot be changed, only created.

	Existing	New/Proposed
Title:	Brand Strategy	
Course Number:	GC535	
Credits:	3	
Grading System:	A-F, IN v	Select One
Pre/Co-Requisite(s):	GC 333 Advanced Graphic Design and GC 430 Inclusive Design.	
Course Description:	Integration of design principles, software, typography, and technology to execute the design process from visualization to production.	Branding Strategy applies the theories of design to create unique brand identity assets while implementing Design System Management strategies. This course emphasizes the holistic approach of brand strategy-how a brand shows up to its customers (and potential customers). You will explore various brand elements, including voice, storytelling, brand identity, brand values, and overall vibe. Through a combination of design principles, software integration, typography, and technology, you will execute the design process from visualization to production. Case discussions, interactive exercises, and real-world scenario planning will guide you in developing the foundations for a lasting and successful brand. Prerequisites: GC 333 Advanced Graphic Design and GC 430 Inclusive Design.

Authorization Sign-Off

Checklist: Check once verified.

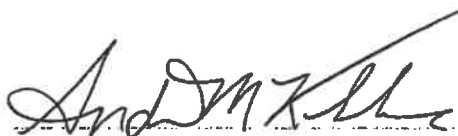
☐
☐
☐

Required fields completed.
Syllabus attached for new courses
Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 1/23/25

Signature, Chair/Director: _____



-Approved: College Curriculum Committee

Date: 3/4/25

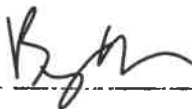
Signature, Committee Chair: _____



-Approved: Dean of College

Date: 3/4/25

Signature, Dean: _____



-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature, Committee Chair: _____



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Faculty Senate Course Form

Effective Date: **Fall 2025**

Submission Date: 2/10/2025

Department: TWL - Graphic Communications

College of: **Technology**

Contact Person: Doug Younger

Prefix: **GC**

Create New, Revise, Inactivate, or Reactivate: **New**

Course #: **650**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the Changes:

The addition of this course will provide students an opportunity to complete an upper level course in print media that involves planning, creation, production, and billing techniques for a variety of printing products. This course builds on learning from several GC courses taken prior to this course.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to " College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐

Yes

☒

No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

Attach with upload.

Course Numbers cannot be changed, only created.

	Exsisting	New/Proposed
Title:		Print Production
Course Number:		GC 650
Credits:		3
Grading System:	Select One	A-F, IN
Pre/Co-Requisite(s):		GC 342 Print File Preparation and Preflighting, GC 35 Printing Technologies. Junior Standing. GC350
Course Description:		This course will simulate a live production environment. Students will take orders, write job specifications, create estimates and billing, prepare artwork and digital files, produce finished produced. Jobs will include live work and simulated projects.

Authorization Sign-Off

Checklist: Check once verified.

☐	Required fields completed.
☐	Syllabus attached for new courses
☐	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 2/10/25

Signature, Chair/Director:



-Approved: College Curriculum Committee

Date: 3/4/25

Signature, Committee Chair:



-Approved: Dean of College

Date: 3/4/25

Signature, Dean:



-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature, Committee Chair:



-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures. and send them to your College Administrator.

Course Objectives and Student Assessment for Proposed GC 650 Print Production Course

- Course Objectives:** Upon completion of GC 650 Print Production, the student will:
1. Apply managerial and business practices in a simulated real-world graphics environment
 2. Produce printed products in a simulated real-world graphics environment.

Student Assessment: Student learning will be assessed using the following criteria.

1. Lab Projects: - 80% of total grade

Students will complete live production work as well as simulated projects throughout the semester. For each project, points possible and grading rubrics will be given.

2. Portfolio - 20% of total grade

Students are to develop and present a physical portfolio containing samples of all work produced during the course.

Grading Scale:	A	90 – 100 %	of total points possible
	B	80 – 89 %	
	C	70 – 79 %	
	D	60 – 69 %	
	F	below 60	

Course: GC 650 Print Production

Instructor: Doug Younger, Ed.D.
University Professor, Graphic Communications, School of Technology & Workforce Learning

Office: Room E-115 Kansas Technology Center

Office Phone: 620.235.4420

Office E-mail: dyounger@pittstate.edu

Office Hours: Varies by semester.

Class Schedule: Varies by semester.

Catalog Description: This course will simulate a live production environment. Students will take orders, write job specifications, create estimates and billing, prepare artwork and digital files, produce finished products. Jobs will include live work and simulated projects.

Student Required Resources: There is no textbook required for this course. Any recommended resources will be posted on Canvas. Tools or other materials will be supplied during the class.

Course Objectives: Upon completion of GC 650 Print Production, the student will:

1. Apply managerial and business practices in a simulated real-world graphics environment
2. Produce printed products in a simulated real-world graphics environment.

Course Instruction Methods: This is a face-to-face laboratory course. Assignments and lab projects will be used to enhance student learning. Written exams will be used to check for student understanding. Course content and assignments will be made available on CANVAS.

Student Assessment: Student learning will be assessed using the following system.

1. Lab Projects: - 80% of total grade

Students will complete live production work as well as simulated projects throughout the semester. For each project, points possible and grading rubrics will be given.

2. Portfolio: - 20% of total grade

Students are to develop and present a physical portfolio containing samples of all work produced during the course.

Grading Scale:	A.....	90 – 100 %	of total points possible
	B.....	80 – 89 %	
	C.....	70 – 79 %	
	D.....	60 – 69 %	
	F.....	below 60	

Academic Policies and Procedures:	For specific information regarding academic policies and procedures, please refer to the PSU Syllabus Supplement. Additional information specific to this course is included below. This document is available on Canvas for this course or at https://www.pittstate.edu/registrar/syllabus-supplement.html
Academic Integrity Policy:	Academic dishonesty by a student is defined as unethical activity associated with course work or grades. Since the violation of academic honesty strikes at the heart of the education process, it is subject to the severest sanctions. For a full copy of this policy, see Article 30, Academic Misconduct at https://www.pittstate.edu/registrar/catalog/current/student-rights-and-responsibilities.html
Student Rights and Responsibilities:	For specific information regarding Student Rights and Responsibilities, please refer to the PSU Code of Student Rights and Responsibilities. Please note Article 34 section 5 regarding Student Conduct. Students violating the Prohibited Conduct may be removed from the classroom and/or removed from the class for violating this code. This document is available at https://studentlife.pittstate.edu/code-of-student-rights-and-responsibilities.html#undefined34
Attendance & Absences:	The attendance policy for this class will be: • Students are expected to attend each class period assigned, be on time and leave on time. • Attendance will be taken each class period. • Excessive absences will be discussed with the student and may lead to the student being withdrawn from the course. • Students are responsible for requesting materials due to any absence. • Lab activities missed due to an absence may be made up at a time agreed upon by instructor and student.
Inclement Weather:	In the event the university closes due to inclement weather, there will be no in-person or online instruction during the class time. In-class activities will resume once the campus re-opens. If the university remains open during inclement weather, students are expected to use their best judgment as to whether they are able to travel safely to attend class.
Class Procedures:	Students are to work in a safe and responsible manner. Failure to do so will result in the student being denied permission to work on equipment and subsequent lowering of the student's grade. Due to the potentially hazardous nature of the equipment in the press area, the press lab will only be available outside of class time at the discretion of the instructor. Students are not allowed to operate any equipment unless in the presence of another student or instructor in the lab. Food and drinks will be allowed E106 lab as long as there is no trash left behind and it is not a distraction to the class. Please be respectful of other students regarding cell phone or laptop use during class time. Please avoid use of cell phones and laptops during lab activities. GC equipment is for class use only. Personal projects may not be run without prior approval of the instructor. Any work beyond classwork activities will be billed to the student.
Incomplete Grades:	Due dates for homework will be assigned. Assignments are available with sufficient times to be completed so no homework will be accepted late. Lab work Barring extenuating circumstances and without prior approval of the instructor, "Incomplete" grades will not be assigned for this course.
Students with Special Needs:	According to the Americans with Disabilities Act, it is the responsibility of the student with a disability to notify the University of his/her disability and special needs accommodation. Accommodations <u>WILL NOT</u> be provided without prior notification by the appropriate University office. See the Syllabus Supplement for University resources.
Weapons and Concealed Carry Policy:	Weapons must be COMPLETELY CONCEALED and WITHIN YOUR CONTROL at ALL times. See the Syllabus Supplement for the complete University policy on Weapons and Concealed Carry policies.

TENTATIVE SCHEDULE (subject to change – notice of changes will be given on Canvas)

Week 1	Review of Print Lab Equipment, Processes and Safety
Week 2	Lab
Week 3	Lab
Week 4	Lab
Week 5	Lab
Week 6	Lab
Week 7	Lab
Week 8	Lab
Week 9	Lab
Week 10	Lab
Week 11	Lab
Week 12	Lab
Week 13	Lab
Week 14	Lab
Week 15	Lab
Week 16	Dead Week – Portfolio Review
Week 17	Finals Week

Adjustments will be made for Holidays, Spring Break, Fall Break and Thanksgiving depending on semester.

Faculty Senate Notification Form

Effective Date: Fall 2025

Submission Date: 10/29/24

Department: TWL

College of: Technology



Contact Person: Byron McKay

Course/Program Name: GT380

Notification Form – Used for notifying faculty senate and registrar's office of changes that don't affect other departments.

- Admission Requirements
- Pre-requisites/Co-requisites -only removes or adds from your department.
- Modality -for the change or addition to teaching a face to face course to online or hybrid format.
- Other is for misc. situations that are not covered in the other areas.

1. Purpose/Justification for this notification:

GT360 is being removed as a pre-req for GT380. The COB will be utilizing GT380 in Supply Chain Management coursework, but will focus on the business side. GT360 provides prerequisite knowledge for the technical side and, by advisement, will still be taken before GT380 by other majors.

2. Is this notification related to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? No ☐ **If "yes", please provide documentation (ex. email).**

Modality of Program:	Existing	New/Proposed
	In-Person ☐	Select One
Admission Requirements:	NA	
Pre/Co-Requisite(s):	GT360	None
Other:		

Authorization Sign-Off Sheet

-Approved: Department Chairperson

Date: 2/10/25

Signature, Chairperson:



-Approved: Dean of College

Date: 3/4/25

Signature, Dean:



-Approved: Faculty Senate

Date:

Signature, Recorder Faculty Senate:

Originating Departments: After completing this form, in its entirety, please have it signed by the chair and the dean. The College Admin will load to the "Approved College Curriculum" file in SharePoint. It will be added to the next 10-day viewing and then sent forward with the next Faculty Senate agenda.

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

Faculty Senate Course Form

Effective Date: **Fall 2025**

Submission Date: 1/31/2025

Department: School of Construction

College of: **Technology**



Contact Person: **Denise Bertoncino**

Prefix:

Create New, Revise, Inactivate, or Reactivate: **Revision**



Course #: **IND 572**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the Changes:

ND 572 Interior Design Portfolio Preparation and Senior Exhibit is currently 1 credit hour. During this course, the students develop their comprehensive portfolio and prepare for a public exhibition of their work. Another credit hour is needed to allow sufficient time to develop the portfolio along with contacting professional firms and securing interviews before graduating.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

☐ Yes

☒ No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

☐ Yes

☒ No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

☐ Yes

☒ No

5. Will additional resources or costs be required?

☐ Yes

☒ No

If so, what will be needed?

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?

If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

☐ Yes ☒ No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:

Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:

Attach with upload.

Course Numbers cannot be changed, only created.

	Exsisting	New/Proposed
Title:	Portfolio Preparation and Senior Exhibit	
Course Number:	IND 572	
Credits:	1	2
Grading System:	A-F, IN 	Select One
Pre/Co-Requisite(s):	None	
Course Description:	The development of a self-generated, comprehensive portfolio. Public exhibition of students' cumulative work.	

Authorization Sign-Off

Checklist: Check once verified.

☐	Required fields completed.
☐	Syllabus attached for new courses
☐	Assignment Strategies Attached

-Approved: Department Chair/Director

Date: 1/31/25

Signature, Chair/Director: Don Colegrove

-Approved: College Curriculum Committee

Date: 3/4/25

Signature, Committee Chair: Ryn

-Approved: Dean of College

Date: 3/4/25

Signature, Dean: Ryn

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature, Committee Chair: Ryn

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2025

Submission Date: 2/1/25

Department: TWL

College of: Technology

Contact Person: Byron McKay

Proposal for a New: **Emphasis**

Modality of Program: Face to Face

Title of new Minor/Emphasis/Certificate: Industrial Technology

Major: BS Career & Technical Education

Minor Required? **No**

New Minor/Emphasis/Certificate – **REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.**

- Used to create new Minors/Emphases/Certificates and CAN require KBOR approval or notification.

See KBOR requirements below.

- Approved requests become effective in the next academic catalog.

1. Purpose/Justification for New Minor/Emphasis/Certificate:

The BSCTE program is attempting to provide a pathway for a diverse population to begin teaching and training in CTE.

The Industrial Technology emphasis will primarily focus on students with an AAS (or other associates degree), who decide they want to teach, allowing them to complete the BSCTE as a 2 + 2 program.

Similarly, students without an AAS, may also be able to earn credit for prior learning for technical school or apprenticeship training hours to count towards completing the bachelor. A third group, traditional students who have just graduated from high school, may not know for sure their intent to enter industry or education. This emphasis will give them employment options in both arenas.

To be eligible to teach, students who complete the BSCTE IT would be required to complete an alternative licensure program at the graduate level, such as the COT's Master of Arts in Teaching. The

2. Will this affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.*

☐ Yes ☒ No

3. Does this relate to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? *If "yes", please provide an explanation and attach all documentation (emails) between departments.*

☐ Yes ☒ No

4. Does this new minor, emphasis, and certificate meet University catalog definitions? *These can be found at bottom of page 2.*

☒ Yes ☐ No

5. Will additional resources or costs be required? ☐ Yes ☒ No
If so, what will be needed?

6. Describe the program assessment plan:

- a. Enrollment targets = 10
b. Outcome expected and process to evaluate =
New emphasis will increase BSCTE enrollment and course enrollment;
will also increase number of teachers available to Kansas schools
c. Plan to discontinue if enrollment targets not met =
No cost added. As long as enrollment persists, program should continue.

Questions for certificate only: If you have questions, contact the Financial Aid Office, 4240.

If "yes" to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education Approval.

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student?
Select One

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

Required fields completed.

Listed courses are currently active

Course Id's match Course names.

Course hours are correct.

Required 120 credit hour minimum met.

Academic Planning Excel Attached

Current Program Guide from Online Catalog

KBOR Forms Attached, if applicable

-Approved: Department Chair/Director

Date: 2/10/25

Signature: Andrew Kille

-Approved: College Curriculum Committee

Date: 3/4/25

Signature: Ryan

-Approved: Dean of College

Date: 3/4/25

Signature: Ryan

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: Ryan

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

New Minors Where No Board-Approved Degree Program Exists will need KBOR Approval. it can be found at:

https://www.kansasregents.org/academic_affairs/new_program_approval

Following Faculty Senate Approval, submit sign off sheet and final complete package, in electronic format, to the office of the provost (220 Russ) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Please Note: This is a 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.

Originating Department(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis - BSCTE Industrial Technology

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			19
GT	191	Foundations of Technology & Engineering	2
GT	210	Technology in the World Today (Survey of Technology)	3
GT	300	Engineering Design and Problem Solving	3
GT	350	Technology and Civilization	3
TE	420	Professional Development	3
TE	479	Effective Teaching Strategies for Middle and Secondary Laboratory	3
TE	496	Organization and Management for Technology and Engineering Ed	2
Support Courses -			0

Emphasis Courses -			21
GT	380	Manufacturing Enterprise	3
PSYCH	155	General Psychology	3
TM	500	Industrial Organization for Technology Management	3
TM	520	Leadership in the Workplace	3

Choose 9 hours from: **9**

GT	320	Communication Systems in Technology	
GT	330	Engineering Materials and Processes	
GT	340	Power/Energy/Transportation Systems	
GT	360	Computer Aided Drafting for Automated Manufacturing	
GT	370	Construction Systems Technology	
GT	390	Fundamentals of Robotics and Coding	
TWL	294	Technology Laboratory Internship (1-3)	

Technical Elective Courses -			45
Choose an option:			45
Option 1:	2 + 2	Transferred Non-Gen Ed Coursework (up to 45)	
		or Other technical/education electives approved by program	
Option 2:	Credit Prior Learning	Credit for prior learning will be assessed by the program.	
		Usually 30 clock hours = 1 credit (up to 36)	
		*Technical school, apprenticeship training, etc may qualify	
		Technical electives approved by program (9)	
Option 3:	Technical Training		
EST	293	Introduction to Industrial Safety (3)	
		or	

EST	296	Introduction to Construction Safety (3)	
		or	
EST	403	Industrial Safety (requires OSHA30 Card) (3)	
MGT	330	Management and Organizational Behavior (3)	
MFGET	405	Quality Control (3)	
TM	606	Industrial Supervision (3)	
TM	683	Internship in Technology Management (3-6)	
		Technical electives approved by program (30)	
		Suggested Design Courses to meet 120	
CMCET	133	Construction Graphics	
GC	230	Graphic Design Fundamentals	
IND	110	Interior Design Fundamentals	
IND	120	Interior Design Studio Fundamentals	
MECET	121	Engineering Graphics I	
MECET	226	Engineering Graphics II	
MECET	323	Industrial Graphics	
WPM	226	CAD for Wood Product Development II	
WPM	326	CAD for Wood Product Development II	
Total Credit Hours -			85
Minor -			
General Education, 34-35 hours -			34
Total Credit Hours:			119

Be sure all information is correct and courses are active before submitting.
Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.
Your legislation will be returned if either is found.

Request for New Emphasis/Minor/Certificate

Effective Date: FALL 2025

Submission Date: 2/1/25

Department: TWL

College of: Technology

Contact Person: Byron McKay

Proposal for a New: **Certificate**

Modality of Program: All

Title of new Minor/Emphasis/Certificate: Technology & Engineering Education

Major: BSCTE

Minor Required? No

New Minor/Emphasis/Certificate – **REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.**

- Used to create new Minors/Emphases/Certificates and CAN require KBOR approval or notification.

See KBOR requirements below.

- Approved requests become effective in the next academic catalog.

1. Purpose/Justification for New Minor/Emphasis/Certificate:

Kansas and surrounding states are experiencing a high demand and low supply of CTE teachers. The BSCTE program is attempting to bridge this gap.

The Technology & Engineering Education certificate is designed to complete the content requirements of the COE's Master of Arts in Teaching program. The MAT is an online program that eligible individuals complete while employed at a school. Other eligibility requirements of the MAT can be found at the COE.

This certificate will allow a student without a BSCTE TEE degree to have the option to teach TEE in the 6-12 classroom without having to change their major. The ideal student is a college junior or senior with a technical background, who decides they would like to teach their content rather than pursue a career in industry. Students who have completed their bachelor's degree may also have interest in this

2. Will this affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.*

☐ Yes ☒ No

3. Does this relate to, and/or may affect, any other departments, unit curricula, or programs at PSU or any other Regent university? *If "yes", please provide an explanation and attach all documentation (emails) between departments.*

☐ Yes ☒ No

4. Does this new minor, emphasis, and certificate meet University catalog definitions? *These can be found at bottom of page 2.*

☒ Yes ☐ No

5. Will additional resources or costs be required? ☐ Yes ☒ No
If so, what will be needed?

6. Describe the program assessment plan:

- a. Enrollment targets = 10
b. Outcome expected and process to evaluate =
Gain 5 students per semester

- c. Plan to discontinue if enrollment targets not met =

Certificate requires not additional resources but may provide additional teachers in the field. No plan to discontinue if enrollment persists.

Questions for certificate only: If you have questions, contact the Financial Aid Office, 4240.

If "yes" to both questions, it is the department's responsibility to send a copy of this legislation form to the Director of Admission and Financial Assistance to initiate Department of Education Approval.

1. Are students pursuing only this certificate eligible for federal financial assistance based on federal guidelines? **Select One**
2. Does the course content contained within this certificate provide relevance to employment opportunities or meet professional objectives for the student?

Select One

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

Required fields completed.
Listed courses are currently active
Course Id's match Course names.
Course hours are correct.

Required 120 credit hour minimum met.
Academic Planning Excel Attached
Current Program Guide from Online Catalog
KBOR Forms Attached, if applicable

-Approved: Department Chair/Director

Date: 2/10/25

Signature: 

-Approved: College Curriculum Committee

Date: 3/4/25

Signature: 

-Approved: Dean of College

Date: 3/4/25

Signature: 

-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature: _____

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

New Minors Where No Board-Approved Degree Program Exists will need KBOR Approval, it can be found at:
https://www.kansasregents.org/academic_affairs/new_program_approval

Following Faculty Senate Approval, submit sign off sheet and final complete package, in electronic format, to the office of the provost (220 Russ) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

The Provost's Office will notify the department, college and Registrar of the completion of the approval process.

Please Note: This is a 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.

Originating Departments(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Certificate - Technology & Engineering Education

Course Prefix	Course Num.	Course Name	Cr. Hr.
Core Courses -			19-20
GT	191	Foundations of Technology & Engineering (f2f)	
		or	2
TTED	308	Laboratory and Shop Safety (www)	
GT	210	Survey of Technology (f2f or www)	3
GT	300	Engineering Design and Problem Solving (f2f)	
		or	3
TE	403	Problem Solving and Critical Thinking (www)	
GT	350	Technology and Civilization (f2f or www)	3
TE	420	Professional Development (f2f)	
		or	3
TTED	694	Foundations of Career and Technical Education (www)	
TE	479	Effective Teaching Strategies for Middle and Secondary Lab (f2f)	
		or	3
TTED	479	Techniques for Teaching Career and Technical Education (www)	
TE	496	Organization and Management for Tech and Engineering Ed (f2f)	
		or	2_3
TTED	719	Planning Facilities for CTE (www)	
Content Support Courses -			19-20
Emphasis Courses -			0
Technical Elective Courses -			
Total Credit Hours -			0
Minor -			
General Education, 34-35 hours -			
Total Credit Hours:			0

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Curriculum Revision Form

Effective Date: FALL

Submission Date: 12/1/24

Department: TWL

College of: Technology

Contact Person: Byron McKay

Minor Required? No

Revision

Major/Minor/Emphasis/Certification Name:

BSCTE emphasis Technology & Engineering Education

If selection is "Deletion" complete questions 2, 3, & 4, then complete signatures.

Revision to Curriculum – REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.

Used to change program name and/or curriculum. effective the upcoming academic catalog.

Removes Major/Minor/Emphasis/Certificate from upcoming catalog.

1. Describe your Changes:

Rearrange course in "Content Core" and "Professional Core" into "Core" and "Content Emphasis"

No fundamental changes to course offerings.

2. Rationale for change, including changes to curriculum objectives:

Technology & Engineering Education standards have changed, both nationally and in Kansas. This rearrangement better addresses these standards for licensure and review purposes.

3. Will this change affect any education majors? *If "yes," this requirement will need approval of the Council for Teacher Education before upload to " College Curriculum Legislation" in SharePoint.*

☒ Yes ☐ No

4. If this change affects any other department on campus, please attach any email notifications between departments.

5. Does the revision meet University catalog definitions for majors, minors, emphases, and certificates as appropriate?

☒ Yes ☐ No

6. Will additional resources or costs will be required?

☐ Yes ☒ No

If so, what will be needed?

Definition of an Emphasis

Area of Emphasis is a specific subject area that exists within an approved degree program and major. At Pittsburg State University a minimum of 12 credit hours and no more than 24 credit hours are expected for an area of emphasis in a baccalaureate degree program.

Definition of a Minor

Minors at Pittsburg State University may range from 15 to 24 credit hours. When selected to accompany a degree that requires a minor there must be at least nine unique credit hours in the minor that are not found in the student's major in order to meet graduation requirements. In instances where the major requires a minor (not the degree type), academic departments/schools may specify minors that best achieve the learning objective for their students.

Definition of Certificate Program

A certificate program can be undergraduate or graduate in course content and provides a specific body of knowledge for personal or career development or professional continuing education. Certificates may be taken while also pursuing a degree or independent from any other studies at Pittsburg State University. It is recommended that if the student is only pursuing a certificate and not in conjunction with a degree and wishes to apply for federal financial assistance that they visit with personnel in the Student Financial Assistance office regarding the eligibility for aid for the certificate of interest. At Pittsburg State University a certificate can range from 12 credit hours to 24 credit hours.

Authorization Sign-Off Sheet

Checklist: Check once verified.

- ☒ Program guide from current catalog.
- ☒ Academic Planning Excel attached. 120
- ☒ Credit hours met.
- ☒ Course Id's match Course names. Course
- ☒ hours are correct.
- ☒ Listed courses are currently active Needed
- ☒ Documentation attached.

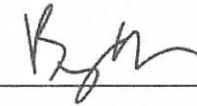
-Approved: Department Chair/Director

Date: 2/10/25

Signature: 

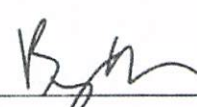
-Approved: College Curriculum Committee

Date: 3/4/25

Signature: 

-Approved: Dean of College

Date: 3/4/25

Signature: 

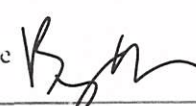
-Approved: Council for Teacher Education (if applicable)

Date: 4/2/25

Signature: 

-Approved: University Undergraduate Curriculum Committee

Date: 4/22/25

Signature: 

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Originating Department: After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Make sure to attach the program guide from current catalog! (For Revised Curriculum)

<https://www.pittstate.edu/registrar/catalog>

Academic Planning Document for 2025-2026

Major/Emphasis - BSCTE - Technology & Engineering Education Emphasis

Course Prefix	Course Num.	Course Name	Cr. Hr.
Technology & Engineering Core Courses -			19
GT	191	Foundations of Technology & Engineering	2
GT	210	Technology in the World Today (Survey of Technology)	3
GT	300	Engineering Design and Problem Solving	3
GT	350	Technology and Civilization	3
TE	420	Professional Development	3
TE	479	Effective Teaching Strategies for Middle and Secondary Laboratory	3
TE	496	Organization and Management for Technology and Engineering Ed	2
Content Emphasis Courses -			22
GT	320	Communication Systems in Technology	3
GT	330	Engineering Materials and Processes	3
GT	340	Power/Energy/Transportation Systems	3
GT	360	Computer Aided Drafting for Automated Manufacturing	3
GT	370	Construction Systems Technology	2
GT	380	Manufacturing Enterprise	3
GT	390	Fundamentals of Robotics and Coding	3
TWL	294	Technology Laboratory Internship (1-3)	2
Technical Elective Courses -			9
Technical Specialization Sequence			9
Nine hours of coursework related to a technical field from Technology and Engineering Education licensure as identified by KSDE, subject to approval by TWL chair.			
Other technical electives approved by program			
<i>Suggested Courses to meet 120</i>			
<i>Design</i>			
CMCET	133	Construction Graphics	3
GC	230	Graphic Design Fundamentals	3
IND	110	Interior Design Fundamentals	3
IND	120	Interior Design Studio Fundamentals	3
MECET	121	Engineering Graphics I	3
MECET	226	Engineering Graphics II	3
MECET	323	Industrial Graphics	2
WPM	226	CAD for Wood Product Development II	3
WPM	326	CAD for Wood Product Development II	3
<i>Teacher Preparation</i>			
EDTH	330	Technology for Teaching and Learning	3
Professional Education Courses -			20

PSYCH	155	General Psychology	3
EDUC	261	Explorations in Education	3
PSYCH	263	Developmental Psychology	3
EDUC	370	Organization and Management of the Middle and Secondary Classroom	2
PSYCH	357	Educational Psychology	3
SPED	510	Overview of Inclusive Education	3
EDUC	520	Methods and Materials for Academic Literacy	3
		Professional Education Courses -	16
TE	579	Supervised Student Teaching and Follow-Up of Teachers	2
EDUC	458	Methods and Curriculum	3
EDUC	464	Measurement and Evaluation	2
EDUC	475	Supervised Clinical Experience	9

Total Credit Hours - 86

Minor -

General Education, 34-35 hours - 34

Total Credit Hours: 120

Be sure all information is correct and courses are active before submitting.

Curriculum Revisions **REQUIRE** a program guide from the current catalog, 24/25.

Your legislation will be returned if either is found.

Technology and Engineering Education Emphasis

Degree: Bachelor of Science in Career and Technical Education

Major: Career and Technical Education

Emphasis: Technology and Engineering Education

Technology and Engineering Education Content Core (31 hours)

- ___ GT-191 Foundations of Technology and Engineering (2 hours)
- ___ GT-210 Technology in the World Today (3 hours)
- ___ GT-300 Engineering Design and Problem Solving (3 hours)
- ___ GT-320 Communication Systems in Technology (3 hours)
- ___ GT-330 Engineering Materials and Processes (3 hours)
- ___ GT-340 Power/Energy/Transportation Systems (3 hours)
- ___ GT-350 Technology and Civilization (3 hours)
- ___ GT-360 Computer Aided Drafting for Automated Manufacturing (3 hours)
- ___ GT-370 Construction Systems Technology (2 hours)
- ___ GT-380 Manufacturing Enterprise (3 hours)
- ___ GT-390 Fundamentals of Robotics and Coding (3 hours)

Technology and Engineering Education Professional Core (9-10 hours)

- ___ TWL-294 Technology Laboratory Internship (___) (1-3 hours)
- ___ TE-420 Professional Development (3 hours)
- ___ TE-479 Effective Teaching Strategies for Middle and Secondary Laboratory () (3 hours)
- ___ TE-496 Organization and Management for Technology and Engineering Education (2 hours)

Technical Specialization Sequence (9 hours)

See notes *1

Notes *1: Nine hours of coursework related to a technical field from Technology and Engineering Education licensure as identified by KSDE, subject to approval by TWL chair.

Suggested Courses to complete 120 hours.

Design

- ___ CMCET-133 Construction Graphics (3 hours)
- ___ GC-230 Graphic Design Fundamentals (3 hours)
- ___ IND-110 Interior Design Fundamentals (3 hours)
- ___ IND-120 Interior Design Studio Fundamentals (3 hours)
- ___ MECET-121 Engineering Graphics I (3 hours)
- ___ MECET-226 Engineering Graphics II (3 hours)

- ___ MECET-323 Industrial Graphics (2 hours)
- ___ WPM-226 CAD for Wood Product Development (3 hours)
- ___ WPM-326 CAD for Wood Product Development II (3 hours)

Teacher Preparation

- ___ EDTH-330 Technology for Teaching and Learning (3 hours)

Students planning to teach should become familiar with the current Regulations for Certifying School Personnel, issued by The State Board of Education. Information concerning these regulations may be obtained from the Director of Teacher Education, 110 Hughes Hall, Pittsburg State University.

Professional Education (20 hours)

- ___ PSYCH-155 General Psychology (3 hours)
- ___ EDUC-261 Explorations in Education (3 hours)
- ___ PSYCH-263 Developmental Psychology (3 hours)
- ___ EDUC-370 Organization and Management of the Middle and Secondary Classroom (2 hours)
- ___ PSYCH-357 Educational Psychology (3 hours)

Note: Must be admitted to Teacher Education to enroll.

- ___ SPED-510 Overview of Inclusive Education (3 hours)
 - ___ EDUC-520 Methods and Materials for Academic Literacy (3 hours)
- Note: Must be admitted to Teacher Education to enroll.*

Professional Semester (16 hours)

- ___ TE-579 Supervised Student Teaching and Follow-Up of Teachers (2 hours)
- ___ EDUC-458 Methods and Curriculum (3 hours)
- ___ EDUC-464 Measurement and Evaluation (2 hours)
- ___ EDUC-475 Supervised Clinical Experience (9 hours)

Total 120 credit hours for a Bachelor of Science degree with a Major in Career and Technical Education, Technology and Engineering Education Emphasis.

Revised: 11/12/2024