

**Academic Senate**  
**Agenda**  
**Tuesday, February 5, 2019**  
**UCB 202A and B**

**10:00 AM: Business Session**

1. Call to Order and Roll Call
2. Approval of Minutes: January 15, 2019
2. Open Forum: items of importance to the Academic Senate  
(Please notify President Alspach)
4. Reports
  - A. Senate President – Sandy Alspach
  - B. Senate Vice President – Charles Bacon
  - C. Senate Secretary – Melinda Isler
5. Senate Standing and Task Force Committee Reports
  - A. Senate Elections Committee – Charles Bacon
  - B. University Curriculum Committee – Rusty Leonard
  - C. Academic Program Review Council – Gary Todd
  - D. Data-Driven Decision-Making Task Force – Kemi Fadayomi
6. Old Business: requiring Senate action
  - A. Academic Affairs Policy: Awarding Credit Policy
7. New Business: requiring Senate action
  - A. University Curriculum Committee – Rusty Leonard
    1. 18-111 Public Health BS Revision
    2. 19-021 RESP Courses Curriculum Cleanup
    3. 19-031 READ 175\_176 Curriculum Clean-Up
  - B. Academic Policies and Standards Committee – Jim Nystrom

**11:00 AM: Information Session**

1. Announcements
  - A. President David Eisler
  - B. Provost Paul Blake
2. University Committees and Other Reports
  - A. General Education – Victor Piercey
  - B. Higher Learning Commission (HLC) Steering Committee – Mark Thomson
  - C. Student Government – President Bobby Gill
3. [eta 11:15] “Conversation with the Senate” – Paul Blake, Provost  
Academic Literacy Center
4. [eta 11:45] Open Forum: items of interest to the University community
  - A. FSU Emeriti Association President Doug Haneline
  - B. Open Forum  
(Please notify President Alspach)
5. Adjournment to Monthly Meeting  
10:00 AM Tuesday, March 5, UCB 202A and B  
11:00 AM: “Conversation with the Senate”: Responsible Use of Social Media, Miles Postema (General Counsel)

**Minutes  
Ferris State University  
January 15, 2019- 10:00 a.m.**

Members in Attendance: Alspach, Aslakson, Axford, Bacon, Bajor, Berghoef, Daubert, Desmond, Drake, Epps, Fadayomi, Flachs, Gray, Herrington, Inabinett, Isler, Johnson L., Johnson M., Lotoczky, Moore, Rumpf, Smith, Swinkunas, Thomson, Todd, Waters, Weaver, Wyss, Zube, Zyla

Members absent with cause: Baran, Bright, Calkins, Foulk, Hanna

Members absent: Emerick

Ex-Officio and Guests: Archer, Bentley, Blake, Buse, Damari, Goosen, Haneline, Hoisington, Jackson, Johnson, Leonard, Martin, Mudel, Nicol, Reifert, Seiferlein, Swearingen, Thapa, Tower

1.	President Alspach called the meeting to order at 10:02 a.m.
2.	<p><b>Approval of Minutes.</b>            Senator Johnson moved to approve the minutes of November 20, 2018. Senator Weaver seconded. Senator Todd had submitted typographical errors. The motion passed 92% to 0% with 0% abstaining. Senator Epps moved to approve the minutes of December 4, 2018. Senator Zyla seconded. Secretary Isler apologized for spelling Senator Swinkunas's name incorrectly. Motion passed by 92%.</p>
3.	<p><b>Open Forum</b>            There were no open forum comments.</p>
4.	<p><b>Officer Reports/ President Report</b>            President Alspach thanked senators for their deliberate discourse about the budget update by President Eisler in light of renewed conflict over contract implementation. An opportunity was provided to deliver the briefing and answer questions. A request for a follow-up question will occur during the February meeting as President Eisler was unable to be present today. She also reported on her report to the board and encouraged senators to come to any board meetings on campus. She also wished everyone well in the new semester and noted later in the meeting that photographs would be taken with athletic groups.</p> <p>Vice President Bacon reported that a senator had resigned from their position at the university and they were encouraging members from that college to express interest as the process is determined. The Executive Committee hoped to appoint a new member by the February meeting.</p> <p>Secretary Isler had no report.</p>
5.	<p><b>Senate Committee Reports</b>            University Curriculum Chair Rusty Leonard presented on a significant change to the College of Business core curriculum. As part of this change, the courses of microeconomics and macroeconomics are being flipped in sequence. A meeting has been scheduled for January 17th to discuss the impact for other programs. This will effect 94 checksheets. The impact goes beyond the Business program and affects General Education outcomes such as Self and Society. There are also prerequisite changes which raise the minimum grade from a C- to a B- which will lead to additional work on the clerical level in tracking these changes according to approval date. Leonard also noted that a number of proposals should be coming shortly to the Senate for approval. There are currently about 25 in the pipeline. Because of the changes in the process, some are coming through a bit later than usual as the workflow is implemented.</p> <p>Academic Program Review Chair Gary Todd said that schedule for next falls reviews have been set and he is finishing up reporting requirements. He will be working with the new chair once appointed and encouraged faculty to volunteer for the committee. Secretary Isler asked what the status was of the reports that were due after the meeting on November 20, 2018. Todd said that those deadlines have not yet happened but he would</p>

	<p>report back in February. Vice-President Bacon encouraged all to apply for the APR chair and reminded them that it included 50% release time.</p> <p>Senator Fadayomi reported that the committee continued to work on documenting university practices and have a meeting for next month with the University Curriculum Committee. They are on target with the timeline. The plan is to report back to February for the Senate with recommendations.</p>
6a.	<p><b>Academic Affairs Policy: Awarding Credit Policy</b>  Secretary Isler moved to remove the Awarding Credit Policy from the table. Senator Weaver seconded. Associate Vice-Provost Johnson reported that the additional language provides clarification that in order to comply with the faculty contract, that explains that allows department level workload policies serve as the determination of criteria for what a credit hour is. Vice President Bacon noted this is section 7.2.A.1b in the contract including class time and contact hours. Senator Zube asked if language could be revised to also include adjunct faculty. He did not have language ready. Senator Gray moved to table. Senator Zube seconded. Senator Moore asked if departmental policies and board should not cover this? Senator Epps said yes but this allows for investigation and clarification. Senator Fadayomi asked if it does have a 30 day comment period after approval. Vice-Provost Johnson said that it did. Vice-Provost Johnson also said that the departmental and board policy should impact all courses regardless of who teaches them but he will defer to will of Senate as Senate gets used to new policy approval process. Motion to table passed 89% to 11% with 0% abstaining.</p>
6b.	<p><b>Academic Affairs Policy: Budget and Compensation Policy.</b>  Secretary Isler moved to remove the Budget and Compensation Policy from the table. Senator Weaver seconded. President Alspach noted Academic Affairs wished to include compensation. Motioned passed to remove from table 93% to 4% with 4% abstaining. It included a more inclusive definition. Senator Axford noted that Veterans Status had been deleted. This was an error and it was added back into the policy as a friendly amendment. Motion passed 96% to 4% with 0% abstaining.</p>
7.	<p><b>New Business</b>  The University Curriculum Committee has no proposals ready at this time.</p> <p>The Academic Policies and Standards has no proposals ready at this time. They are also reviewed by the Academic Leadership Council .</p>
8.	<p><b>Announcements / Campus Committee Reports.</b>  A report was read from President Eisler which stated that the capital outlay proposal for the Virtual Learning Center has received planning approval as part of a project to replace Bishop Hall. The Senate has combined the appropriations committee for public universities and community colleges into a single budget.</p> <p>Vice-Provost Johnson passed along best wishes for semester from Provost Blake. He notes that the Michigan Association of State Universities is reporting the movement of previous legislation to allow community colleges to offer baccalaureate degrees. Senator Epps asked about the participation and noted that she has followed the instruction and received a complaint. Her question was whether students fully are aware of the instructions. Johnson noted that students should get this information with Financial Aid but he would review this and make sure communicated properly to the students.</p> <p>A report was read from General Education Coordinator from Victor Peircey. He noted the listening tour continues in February and encouraged participation. He is working with Peter Bradley and the Honors program to create a general education minor. He will also be going live with a social media presence on Facebook and Twitter.</p> <p>Senator Thomson reported the first draft of the accreditation report has been turned in and they are in the reviewing process.</p> <p>Emeriti Association President Doug Haneline had no report.</p>

	<p>Chief Technology Officer Jake Martin asked for a moment of the Senate's time. He announced that his last day was January 25, 2019 because of another job opportunity. He has appreciated the chance to be allowed to share material with the Senate. The Interim CTO will be Ralph Williams and a search for a permanent replacement will be put off until the Vice-President for Administration and Finance has been replaced. The emails of students were migrated over break. Senator Wolfer asked about issues with populating Blackboard with current class lists. Dean Reifert noted this was an E-learning department issue and they should be contacted. They were correcting issues which happened over break and 117 courses had been retrofitted that morning.</p>
9.	<p><b>Athlete Recognition.</b>  Athletes for the fall season with division or national recognition were recognized with a certificate and photograph. Athletic Advisory Committee Chair Catherine Archer presented the certificates</p> <p><b><u>Soccer</u></b>  <b><u>Head Coach Andy McCaslin</u></b>  RECORD BREAKING SEASON (a school all-time best 17-4-3 overall record) AND NATIONAL TOURNAMENT FOR THE FIRST TIME IN SCHOOL HISTORY</p> <p>3 members of the women's soccer team received recognition as 2018 United Soccer Coaches All-Midwest Region Team picks.  Freshman forward <b><u>Pia Nagel</u></b> was tabbed to the all-region first team with sophomore <b><u>Bri Rogers</u></b> named to the second-team squad and senior forward <b><u>Carley Dubbert</u></b> chosen to the third team.</p> <p>They reached the national tournament for the first time in school history and winning their opening two games at home before falling to top-ranked Grand Valley State in the third round of the national tournament."</p> <p><b><u>Football</u></b>  Coach <b><u>Tony Annese</u></b>  FOR ACHIEVING HIS 300<sup>TH</sup> WIN IN FOOTBALL!  COACH ANNESE HAS BEEN NAMED THE HERO SPORTS DIVISION NATIONAL COACH OF THE YEAR.  COACH ANNESE LED FERRIS TO IT'S FIRST-EVER APPEARANCE IN THE NCAA DIVISION II NATIONAL CHAMPIONSHIP GAME, ALONG WITH WINNING THE GLIAC CHAMPIONSHIP AND FOUR NCAA PLAYOFF GAMES.</p> <p>Quarterback <b><u>Jayru Campbell</u></b> was named the 2<sup>nd</sup> ever Ferris <b>HARLON HILL TROPHY</b> award winner, the Ron Lenz National Offensive Player of the Year, &amp; also being chosen for the Division II Conference Commissioners Association All-America team</p> <p>Offensive tackle <b><u>Devon Johnson</u></b> Division II Conference Commissioners Association All-America team</p> <p>Defensive back <b><u>Delon Stephenson</u></b> Division II Conference Commissioners Association All-America team</p> <p>Offensive guard <b><u>Nic Sawyer</u></b>, Division II Conference Commissioners Association All-America team - second-team All-American.</p> <p><b><u>Volleyball</u></b>  Coach <b><u>Tia Brandel</u></b> - WOMENS VOLLEYBALL:</p>

	<p>Captured the 2018 GLIAC Volleyball Tournament Championship for the fifth consecutive year... 23<sup>rd</sup> time to the REGIONAL SEMI-Finals... the first squad in league history to capture five-straight crowns.</p> <p><u>Allyson Cappel</u> Named to D2CCCA All-America Squad,</p> <p><u>Allyson Cappel and Katie O'Connell</u> Chosen as <u>AVCA All-Americans</u> as well as <u>first team recognition</u></p> <p>Junior setter <u>Maeve Grimes</u> tabbed to the <u>honorable mention all-region</u></p> <p><b><i>Men &amp; Women's Cross Country</i></b></p> <p>Damien Halverson - PLACED 185<sup>TH</sup> OVERALL IN THE 2018 NCAA DIVISION II NATIONAL CHAMPIONSHIP MEN'S 10K RACE</p> <p>Jared Kelsch - 1<sup>ST</sup> TIME FSU REPRESENTATION 2018 NCAA DIVISION II NATIONAL CHAMPIONSHIPS</p> <p>Katie Etelamaki - PLACED 16<sup>TH</sup> OVERALL IN THE WOMEN'S 6K RACE ALL-AMERICAN.</p>
10	<p><b>Conversations with Spence Tower- Strategic Planning.</b></p> <p>Spence Tower, co-chair of the strategic planning committee gave a presentation on the state of the process. He provided a timeline on summary of the process in the past year and said that the subgroups have finished their work. A draft is available on the website and they are still actively seeking comments (both substantive and editorial). The mission statement revision was done concurrently to the rest of the planning process. He noted that despite some recommendations a decision was made to continue to reference the founder Woodbridge Ferris because he is someone to be proud of and relevant even in the 21<sup>st</sup> century. He asked for comments and questions. Senator Wolfer noted that while branding is important students generally are coming for a program, not a the university and funding for marketing doesn't work that way. Tower noted this was an issue. He also encouraged faculty to ambitious with proposals. Emeriti president Haneline agreed that focusing on founder was good- University of Virginia and UPenn still do. Senator Johnson asked what still needs to be reviewed. Tower said they were reviewing program data. Senators were encouraged to review the website and give comments.</p>
13.	<p>The meeting was adjourned at 11:45 a.m.</p>

Leadership Council FY2019  
February 4, 2019

Academic Senate Report  
Sandy Alspach, President

Update on the introduction of the “Conversation with the Senate” in the 11:00 hour of the Academic Senate monthly meetings:

1. The December “Conversation” with Pres. Eisler about the University Budget was a demonstration of the importance of having a forum for faculty to discuss difficult issues. Although we had some “extracurricular activity” during the 11:00 hour, we maintained the dignity of parliamentary process: allowing the President to present his overview and then engaging in Q/A between the President and Senators until 11:45. The practice of “requesting floor time for Open Forum announcements or questions before the meeting” had been announced at the Academic Senate Retreat and reinforced on subsequent Senate Agendas. Absent such a request for the December meeting, Pres. Alspach gavelled the meeting adjourned at 11:45. We have since received a request for an Open Forum question to Pres. Eisler, which we will honor when he attends the March Senate meeting.

Follow-up questions from several Senators about the College-level budgeting process will be addressed by Provost Blake in his monthly reports to the Senate.

2. The January “Conversation” with Spence Tower on the Strategic Planning Initiative was successful in updating the Senators on the process and results of that Initiative.
3. The planned “Conversation” for February on the University-wide Health initiative led by Director of Birkham Health Center Lindsey Barber has been deferred until April, respecting her maternity leave. That “Conversation” will include Dean of Students Joy Pufhal and Student Conduct Director Nick Campau as we seek to learn about all the resources available at the University for faculty to use in helping students feel safe and be healthy enough to learn to their full capacity.
4. The February “Conversation” will feature Provost Paul Blake sharing his research on the efficacy of the Academic Literacy Center.
5. The March “Conversation” will feature General Counsel Miles Postema and his staff briefing the Senators on “Best Practices” for Social Media use by faculty. This topic was initiated at the Senate Retreat in August and prompted a request for more discussion.

Update on Academic Program Review:

1. Chair Gary Todd is working with several programs scheduled for 2019 review using the “streamlined” processes recommended in the APRC report in November, guided by alignment with HLC Criterion Four. One of those programs, Communication, is currently serving as a “guinea pig” for these new processes, and we are discovering that the demands on faculty time to complete an appropriate report have been significantly reduced by using existing data repositories like Institutional Research and Testing, Digital Measures, and Nuventive Improve (formerly TracDat.)

2. With Chair Todd's resignation effective Summer 2019, the Senate Executive Committee is actively seeking a replacement. We hope to announce the new Chair by the March meeting, so that person can "shadow" the current Chair through the Spring semester cycle and into the summer process of working with programs submitting reports in Fall.

#### Update on University Curriculum Committee:

1. The process of instituting a pre-screening of curriculum proposals by a team from the Registrar's Office, Academic Affairs, and MyDegree (RAM) has slowed advancement of some proposals, primarily because it is new and needed to find a "rhythm" for working with the Academic Senate office. Institution of this new process has also been slower than hoped as we realize the time commitment required for the secretary of the Academic Senate who also serves Academic Affairs now. Chair Rusty Leonard still thinks that the new RAM process will ultimately result in less delay as proposals work through the curricular process from departments through colleges to the UCC to the Provost's office. However, this improvement will only be realized if all parties in the Form A signature chain perform their responsibilities in a timely fashion.

#### Update on Discussion about Collaboration between Academic Senate and General Education

1. After several conversations with Director of General Education Victor Piercey and APAO Leonard Johnson, we have agreed to engage the Senate Executive Committee (SEC) in the population of vacant seats on the General Education Committee. The call for volunteer faculty to serve on this committee will be included in the March call for volunteers for the Academic Program Review Council, the University Curriculum Committee, and the Athletic Advisory Council.

#### Update on Academic Policies and Standards Review

1. The Senate's Academic Policies and Standards Committee continue to review the Academic Policies sent to us during the process of clarifying Policy from Guidelines or "practice." This review began in September and has resulted in significant contributions from faculty members from the AP&S Committee, the Senate Executive Committee, and the Senators at monthly meetings. We appreciate being part of this review process.

#### Update on Arts and Lectures Committee

1. The Arts and Lectures Committee will host a lecture presentation by Esera Tuaolo, former NFL player and LGBTQ activist, on Thursday, February 7 at 7:00 PM in UCB 202. This event is being promoted to faculty teaching courses where topics relevant to Mr. Tuaolo's experience are discussed. We continue to work with the A&L Committee to bring timely events to campus that enhance the learning experience of our students.

## Academic Affairs

## AWARDING CREDIT POLICY

Ferris State University awards academic credit to a student upon successful completion of an approved instructional course, or by demonstration of competency, demonstration of proficiency, or satisfactory achievement of learning objectives. Each College is responsible for demonstrating that these requirements are met for all courses.

Ferris State University's policy, which is in compliance with the federal definitions regarding the assignment of credit, reflects the current practices of all colleges, schools and program.

**Federal definitions** and regulations regarding the assignment of credit hours appear as follows under Section 600.2 and 600.24(f) of the Higher Education Opportunity Act:

*Credit hour.* Except as provided in 34 CFR 668.8(k) and (l), a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates no fewer than

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

According to the **FSU & FFA, MEA-NEA Agreement**, "Workload policies shall incorporate relevant criteria including but not limited to...Semester credit hours, student credit hours or contact hours" (Sec-7.2.A.1.b.iii.a).

\*Adapted from Northwestern University "Policy on Awarding Academic Credit"



# CURRICULUM PROPOSAL SUMMARY AND ROUTING FORM

**Form A**  
Effective SPRING 2018

Proposal Number: (Assigned by UCC) 18-111

Proposal Title: ~~Leave blank~~ will be assigned by UCC Bachelor of Public Health - Curriculum Clean-Up

Type of Curriculum Action (Click here for Definitions) : Curriculum Cleanup

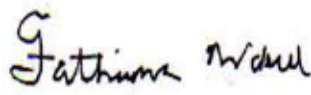



College: HP - College of Health Professions

Department: CRHA - Clinical Lab-Resp Care-Hlth Ad

Program(s): Public Health

Initiating Individual: Fathima Wakeel

Contact Person's Name: Fathima Wakeel Phone: 231-591-3137

	PLEASE PRINT and SIGN YOUR NAME	DATE	VOTE/ACTION * Number Count
Program Representative **  Fathima Wakeel	Fathima Wakeel 	02/22 /18	<input type="checkbox"/> 5_ Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support <input type="checkbox"/> Abstain
Department/School/Faculty Representative **  Gregory Zimmerman			18__ Support _0_ Support with Concerns _0_ Not Support 0_ Abstain
<b>After Department Faculty approval, email Original Word Document along with a PDF of the signature page to FSU Curriculum (<a href="mailto:fsucurriculum@ferris.edu">fsucurriculum@ferris.edu</a>)</b>			
FSU Curriculum Review			After review, proposal is sent concurrently to Dept./School Admin, CCC, & Dean
Department/School Administrator  Gregory Zimmerman			<del>17</del> <del>XXXX</del> Support with Concerns 000 Not Support <input type="checkbox"/> Abstain
College Curriculum Committee/Faculty Chair			<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support <input type="checkbox"/> Abstain
Dean  Lincoln Gibbs		01/17 /19	<input type="checkbox"/> For Information Only <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Approve with Concerns <input type="checkbox"/> Not Approved
University Curriculum Committee **  Rusty Leonard			<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support <input type="checkbox"/> Abstain
Senate **  Sandy Alspach			<input type="checkbox"/> For Information Only <input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support <input type="checkbox"/> Abstain
Academic Affairs  Leonard Johnson			<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved <input type="checkbox"/> Hold

\*Provide number count for each voting category. \*\*Support with Concerns or Not Support must include identification of specific concern with appropriate rationale

To be completed by Academic Affairs:

Board of Trustees (Date Approved)	Academic Officers of MI (Date Approved)	Date of Implementation

Proposal Number: (Assigned by UCC)

1. **Proposal Summary** The summary is generally less than one page. Briefly state what is proposed with a summary of rationale, highlights and desired effective date:

The following changes are proposed to the Bachelor of Science in Public Health (BSPH) curriculum: 1) Program learning outcomes have been modified; 2) The course learning outcomes and/or assessment methods for the following courses have been modified: PUBH 200, PUBH 210, PUBH 300, PUBH 310, PUBH 320, PUBH 330, PUBH 340, PUBH 350, PUBH 400, PUBH 410, PUBH 420, and PUBH 495; 3) The pre-requisites for PUBH 350, PUBH 400, PUBH 405, PUBH 410 and PUBH 420 have been modified; 4) PUBH 210 has been changed from an elective to a required course for the Public Health minor; 5) Four selected electives, rather than five, will be required for the BSPH major, and three of the courses will be required to be PUBH electives; 6) The BIOL 375 requirement will be removed from the BSPH major and added as a selected elective; 7) "Chronic Disease Epidemiology" (PUBH 355) will be changed from a selected elective course to a required course, while "Infectious Disease Epidemiology" (PUBH 410) will be changed from an required course to a selected elective course; and 8) GEOG 311 will be added as one of the accepted selected electives. The target date for Implementation is Fall 2019.

2. **Summary of Program/Degree Action Affecting Department Checksheets** – Choose degree action and type per program from the drop down menu. The Banner Program Code can be found in the footer of the [current checksheet](#). If creating a new program, enter "NEW" in the Banner Program Code column.

Include **CURRENT** Checksheet(s) & **PROPOSED** checksheet(s) for each. Email [FSUCurriculum@ferris.edu](mailto:FSUCurriculum@ferris.edu)

Action	Degree Type	Banner Program Title	Banner Program Code
Modification	BS - Bachelor of Science	Public Health (PUBH) Bachelor of Science (BS)	PUBH-BS
Modification	Minor	Public Health (PUBH) Minor	PUBH-MNR

Please contact [FSUCurriculum@ferris.edu](mailto:FSUCurriculum@ferris.edu) should you need more lines than provided.

3. **Summary of All Course Action Required** - Complete a Form E/F for each course:

Prefix	Course Number	Course Title (Existing, or Newly Created Course Title)	Action
PUBH	200	Introduction to Public Health	Modify Existing Course
PUBH	210	Global Health & Public Health	Modify Existing Course
PUBH	300	Health Promotion and Education	Modify Existing Course
PUBH	310	Public Health Services in Rural Populations	Modify Existing Course
PUBH	320	Nutrition and Health	Modify Existing Course
PUBH	330	Environmental Health and Safety	Modify Existing Course
PUBH	340	Mass Media and Technology in Public Health	Modify Existing Course
PUBH	350	Epidemiology	Modify Existing Course
PUBH	400	Health Care Services Administration & Management	Modify Existing Course
PUBH	405	Contemporary Practice of Public Health Leadership	Modify Existing Course
PUBH	410	Infectious/Communicable Disease Epidemiology	Modify Existing Course
PUBH	420	Health Program Planning, Implementation & Evaluation	Modify Existing Course
PUBH	495	Public Health Internship & Capstone	Modify Existing Course

Please contact [FSUCurriculum@ferris.edu](mailto:FSUCurriculum@ferris.edu) should you need more lines than provided.

4. **Summary of All Consultations** – Include completed consultation form(s) in this proposal.

Proposal Number: (Assigned by UCC)

Consultation Form Sent	Date Sent	Department	Department Contact
Form B - UG	11/27/2017	Biology	Mary (Beth) Zimmer
Form B - UG	11/27/2017	Social Sciences	Meral Topcu

5. **Will External Accreditation be sought?** (For new programs or certificates only) ▼

If yes, name the organization involved with accreditation for this program.

6. **Is a PCAF required?** No Is the PCAF approved? **Choose an item** (If yes, supply link on Academic Affairs website where PCAF is posted.)

Proposal Number: (Assigned by UCC)

7. **List all other checksheets, outside of department, affected by this proposal** (For assistance determining what other checksheets are affected, email [FSUCurriculum@ferris.edu](mailto:FSUCurriculum@ferris.edu)):

College	Department	Banner Program Code

Please contact [FSUCurriculum@ferris.edu](mailto:FSUCurriculum@ferris.edu) should you need more lines than provided.

8. **Are there plans to offer blended or online courses?** No

No new online/blended courses

# CURRICULUM PROPOSAL SUMMARY AND ROUTING FORM

**Form A**  
Effective FALL 2018

Proposal Number: 19-021

Proposal Title: RESP Courses Clean-up

Type of Curriculum Action ([Click here for Definitions](#)) : Curriculum Cleanup

College: **HP - College of Health Professions**

Department: **CRHA - Clinical Lab-Resp Care-Hlth Ad**

Program(s): **Respiratory Care**

Initiating Individual: **Emily Zyla**

Contact Person's Name: **Emily Zyla** Phone: **231-591-2275**

Email Original Form A and completed Forms E/F & G (when applicable) FSU Curriculum ( <a href="mailto:fsucurriculum@ferris.edu">fsucurriculum@ferris.edu</a> )			
	Date Received	Date Reviewed	Date Completed
FSU Curriculum Review	10/5/18	10/9/18	
After review, proposal is sent concurrently to proposer, College Curriculum Committee, and Dean			
	Electronic Signature of Representative		ACTION - Enter Vote Count
Program Faculty Chair			2 ___ Support ___ Support with Concerns * ___ Not Support* ___ Abstain
Department Faculty (if applicable) Chair			17 ___ Support 0 ___ Support with Concerns * 0 ___ Not Support* 0 ___ Abstain
School Faculty (if applicable) Chair			___ Support ___ Support with Concerns * ___ Not Support* ___ Abstain
Department/School Administrator Greg Zimmerman			<input checked="" type="checkbox"/> 4 Support <input type="checkbox"/> Support with Concerns* <input type="checkbox"/> Not Support* <input type="checkbox"/> Abstain
College Curriculum Committee Chair			6 ___ Support ___ Support with Concerns * ___ Not Support* ___ Abstain
Dean Lincoln Gibbs			<input type="checkbox"/> For Information Only <input checked="" type="checkbox"/> 4 Approve <input type="checkbox"/> Approve with Concerns <input type="checkbox"/> Not Approved
University Curriculum Committee Rusty Leonard			___ Support ___ Support with Concerns * ___ Not Support* ___ Abstain
Senate Sandy Alspach			<input type="checkbox"/> For Information Only ___ % Support ___ % Not Support* ___ % Abstain
Academic Affairs Leonard Johnson			<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved <input type="checkbox"/> Hold

\* Support with Concerns or Not Support must include identification of specific concern with appropriate rationale

To be completed by Academic Affairs:

Board of Trustees (Date Approved)	Academic Officers of MI (Date Approved)	Date of Implementation

Proposer to complete 1-6.

1. **If a PCAF is required, the President's Council must approve it *prior* to submitting this proposal to the UCC.**  
*Provide a link to the Academic Affairs website of the approved PCAF.*

*Provide link here, when applicable*

2. **Proposal Summary:** *Summarize the rationale, curriculum action, desired effective date.*

*In Proposal #17-029, the Respiratory Program had a major AAS Curriculum Revision. Discussion and practice of arterial blood gas collection was left out of the objectives of the program. This proposal is adding that skill and knowledge into the classes taken just prior to the student's first clinical rotation.*

3. **Summary of All Course Action Required - Complete a Form E/F for each course. Add more rows if needed.**

Prefix	Course Number	Course Title (Existing, or Newly Created Course Title)	Action	General Education Attribute*
RESP	145	Respiratory Care Procedures	Modify Existing Course	<input type="checkbox"/>
RESP	146	Respiratory Care Procedures Lab	Modify Existing Course	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>

*\*Course has or will have a General Education attribute*

4. **Are there plans to offer blended or online courses?** No
5. **Will External Accreditation be sought? (For new programs or certificates only)** ▼

*If yes, name the organization involved with accreditation for this program.*

*Accrediting Organization name, when applicable*

6. **Email Original Form A and completed Forms E/F (when applicable) to FSU Curriculum (fsucurriculum@ferris.edu).**

**STOP HERE**

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**To be completed with RAM Consultation**

7. **Summary of All Consultations** – RAM will provide a list of units affected; proposer is responsible for the completion of consultation form(s) required.

Form	Unit	Contact	Banner Program Title	Banner Program Code	Date Sent
Select	Select a Unit				
Select	Select a Unit				
Select	Select a Unit				
Select	Select a Unit				
Select	Select a Unit				
Select	Select a Unit				
Select	Select a Unit				
Select	Select a Unit				
Select	Select a Unit				

8. **Summary of Program/Degree Action Affecting Department Checksheets**

RAM will provide CURRENT Checksheet(s) & PROPOSED checksheet(s) for each.

Action	Degree Type	Banner Program Title	Banner Program Code
Choose an item.	Choose an item.		
Choose an item.	Choose an item.		
Choose an item.	Choose an item.		
Choose an item.	Choose an item.		

# CURRICULUM PROPOSAL SUMMARY AND ROUTING FORM

**Form A**

Effective FALL 2018

Proposal Number: 19-031

Proposal Title: READ 175-176 Curriculum Clean-Up

Type of Curriculum Action (Click here for Definitions): Curriculum Cleanup

Proposer's College: UN - Retention & Student Success

Proposer's Department: DPCU - Developmental Curriculum

Proposer: Kristin Conley

Contact Person's Name: Kristin Conley Phone: 591-2808

Email Original Form A and completed Forms E/F & G (when applicable) to [fsucurriculum@ferris.edu](mailto:fsucurriculum@ferris.edu)

	Received	Reviewed	Proposer Approved Packet	Complete	The proposal is "complete," once all consultation responses have been received.
FSU Curriculum Review Dates:	11/8/2018	11/6/18	11/23/18		
	Electronic Signature of Representative				ACTION - Enter Vote Count
Program Faculty	Kristin Conley 11/2/18 <i>Kristin Conley</i>				<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns * <input type="checkbox"/> Not Support* <input type="checkbox"/> Abstain
Department Faculty (if applicable)	Kristin Conley Monica Frees Dave McCall <i>Kristin Conley Monica Frees Dave McCall</i>				<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns * <input type="checkbox"/> Not Support* <input type="checkbox"/> Abstain
School Faculty (if applicable)	N/A				<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns * <input type="checkbox"/> Not Support* <input type="checkbox"/> Abstain
Department/School Administrator	<i>Jason Bentley</i> 11/2/18				<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns* <input type="checkbox"/> Not Support* <input type="checkbox"/> Abstain
College Curriculum Committee	Kristin Conley Dave McCall Monica Frees <i>Kristin Conley Dave McCall Monica Frees</i>				<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns * <input type="checkbox"/> Not Support* <input type="checkbox"/> Abstain
Dean	<i>Jason Bentley</i> 11/2/18				<input type="checkbox"/> For Information Only <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Approve with Concerns <input type="checkbox"/> Not Approved
University Curriculum Committee					<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns * <input type="checkbox"/> Not Support* <input type="checkbox"/> Abstain
Senate					<input type="checkbox"/> For Information Only <input type="checkbox"/> % Support <input type="checkbox"/> % Not Support* <input type="checkbox"/> % Abstain
Academic Affairs					<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved <input type="checkbox"/> Hold

\* Support with Concerns or Not Support must include identification of specific concern with appropriate rationale

To be completed by Academic Affairs:

Board of Trustees (Date Approved)	Academic Officers of MI (Date Approved)	Date of Implementation



1. **If a PCAF is required, the President's Council must approve it *prior* to submitting this proposal to the UCC.**  
Provide a link to the Academic Affairs website of the approved PCAF.  
Provide link here, when applicable
2. **Proposal Summary:** Provide a detailed rationale including all curriculum action and desired date of implementation.

We needed to update the pre-requisite courses and the reading cutscores for READ 175 (Foundations of Analytical Reading) and READ 176 (Analytical Reading). This is important for Banner and we would like to have it completed before the spring semester (spring 2019).

3. **Summary of All Course Action Required - Complete a Form E/F for each course, email [fsucurriculum@ferris.edu](mailto:fsucurriculum@ferris.edu) for more rows.**

Prefix	Course Number	Course Title (Existing, or Newly Created Course Title)	Action	General Education Attribute*
READ	175	Foundations of Analytical Reading	Modify Existing Course	<input type="checkbox"/>
READ	176	Analytical Reading	Modify Existing Course	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>
			Choose an item.	<input type="checkbox"/>
			Choose an item.	<input checked="" type="checkbox"/>

\*Course has or will have a General Education attribute

4. **Are there plans to offer blended or online courses?** ▼
5. **Will External Accreditation be sought? (For new programs or certificates only)** ▼  
If yes, name the organization involved with accreditation for this program.  
Accrediting Organization name, when applicable
6. **Email Original Form A and completed Forms E/F & G (when applicable) to FSU Curriculum ([fsucurriculum@ferris.edu](mailto:fsucurriculum@ferris.edu)).**