Academic Senate

Agenda for the Meeting of
Tuesday, April 3, 2012

IRC 120, 10:00 – 11:50 a.m.

1. Call to Order and Roll Call

2. Approval of Minutes
   A. March 13, 2012

3. Open Forum

4. Reports
   A. Senate President – Douglas Haneline
   B. Senate Vice President – Michael Berghoef
   C. Senate Secretary – Melinda Isler

5. Committee Reports
   A. University Curriculum Committee – Sandy Alspach
   B. General Education Task Force – Don Flickinger
   C. Student Government – Danielle Balmer
   D. Senate Election – Barbara Ciaramitaro
   E. BlackBoard 9.1 Update – Mary Holmes/Gloria Lukusa

6. New Business
   A. Athletic Advisory Committee Mission Statement Revision - Walling
   B. Revisions to the ISIN BS National Security Concentration – Alspach
   C. Annualized Workload Policy for Instructional Faculty (Draft) – D. Marion
   D. Assuring Student Readiness for Online Learning Policy – D. Marion

7. Announcements

   A. FSU President - David Eisler
   B. Provost – Fritz Erickson
   C. Senate President – Douglas Haneline

8. Open Forum

9. Adjournment

DRAFT

**Ferris State University
Academic Senate Meeting**

March 13, 2012

Members in Attendance: Abbasabadi, Alspach, Baker, Berghoef, Brandly, Cook, Daugherty, Dixon, Drake, Fox, Gillespie, Griffin, Haneline, Hanna, Isler, Jewett, Joyce, Klatt, Lashaway-Bokina, Liszewski, Maike, Marion, Moore, Nystrom, Prakasam, Sanderson, Sun
Members absent with cause: Boncher, Ciaramitaro, Dakkuri, Lovsted, Luplow, Nagel, Nash, Thapa
Members absent: McLean, McNulty, Reynolds, Stone
Ex Officio and Guests: Eisler, Erickson, Nicol, Balmer, Blake, Rumpf, Vasick, Holmes, Karafa, Zimmerman, Lukusa-Barnett, Todd, Wancour, Heck

1.	President Doug Haneline convened the meeting at 10:0 1a.m and opened the floor for comments
2.	**Approval of Minutes.** Senator Griffin moved to approve the February 7, 2012 minutes as written. Senator Marion seconded. Motion carried
3.	**Open Forum** A. Piram Prakasam, Office of International Education director encouraged Senators to participate in the International Festival of Cultures. New activities include a Wednesday wine-tasting event, an outside speaker and a World Affairs Council competition on Friday. The festival has been expanded to include a week of activities ending on April 15th. The festival has also been moved from its previous location in Rankin Student Center to the IRC.

4.	**Officer Reports**
	    A. President Haneline welcomed Brenda Vasicek, president of the Emeriti Association as a guest. He noted that Jim Rumpf, president of the FAA was also in attendance at his invitation.
	
	    He also brought up the issue of determining the issue of where the Senate should meet next year. He was taking comments so that the Senate could reserve a space this year. He said that her personal preference was the IRC location which was relatively technology friendly and did not have the setup costs of the West Campus Community Center. Senator Hanna commented that a problem with the current location was an inability to see the other Senators speaking (because of the lecture classroom style setup). Senators Griffin and Jewett agreed with that statement. Senator Drake also agreed, and suggested perhaps the Centennial Dining Room/Founders Room in Rankin. Senator Alspach noted that created parking issues and there was construction going on soon. President Eisler noted that the parking lot in Carlisle/Masselink would not be ready by Fall 2012 and he did not see any major renovations beginning to Rankin for the 2012-2013. President Haneline thanked Senators for the comments and will have a report at the April meeting .
	    B. Vice-President Berghoef said that the task forces on faculty evaluation and the International Educator Award will be presenting their reports today. He thanked the individual members of the committee and asked Senators to make sure that committees get their annual reports in by April. These reports help faculty applying to be on a committee to realize what the committee does.
	    C. Secretary Isler had no report.

5.	**Committee Reports**
	    A. Senator Alspach noted the Community Leadership/Public Advocacy program was on the agenda for a vote. This was last meeting at which to get courses approved for implementation in Fall 2012. The committee will be switching to the new forms coming out of the curriculum manual in the fall and they will be hosting a session on using them at Faculty Week.
	    B. Fred Heck gave an update on the outcomes process for the General Education Task Force. The survey will be closing at the end of the day on Thursday, March 15th. They have met with all colleges and gotten

	input from a variety of faculty. They still hope to bring to the Senate in April revised outcomes-including the global criteria.
	C. President Haneline, for Senator Ciaramitaro , the chair of the elections committee (excused absence) went through the forms sent to the Senators about the elections. If anyone still wishes to run, it is not too late to turn in a nomination form- one does not need to run as a write-in. Paula Hadley-Kennedy said that each college will get a link which will connect them to the election ballot on March 28th. The ballots will be open for 48 hours.
	D. Student Government president Danielle Balmer gave her report. She reported on the annual W.I.L.L. conference, United we Stand event and the upcoming Big Event. Faculty/staff volunteers should contact Sherry Hayes. They will also be looking forward to faculty participation in the Pancakes with the President event on April 30th.
	E. Mary Holmes and Gloria Lukasa came to give an update on the Blackboard 9.1 project. She provided a brochure which lists faculty mentors and training schedules. 470 have begun the training, including 85 who have chosen the self-paced training. Phase 1 training will continue in May, June and July 2012. All courses must be run on Blackboard in Fall 2012. Dr. Lukasa passed out the checkoff scheduled and urged faculty to make sure that everyone knows the schedule and completes that. They need to understand the new system and be aware of Quality Matters issues. There are still 350 faculty who have not been checked off. Without being checked off, faculty cannot get a development shell. Senator Maike asked if the Vista product will still be available for teaching in Summer 2012. Ms. Holmes said yes. Senator Cook asked when the patches were to be scheduled. Ms. Holmes said they were aiming for post-graduation but if that did not happen it would be at the end of summer classes. They will also at the same time be moving back to a self-hosted model. Senator Drake asked if Vista classes will be made available for transfer if not being taught again until Spring 2012. Ms. Holmes said yes but it would be much slower as servers were being transferred. Senator Marion reminded people that in Blackboard it is easier to rebuild than to transfer. Emeriti President Vasicek asked if emeriti who still taught needed to do the training. Ms. Holmes said yes if they were needing a development shell. Student Government President Balmer asked if the phone application had been activated. Ms. Holmes said yes but it only worked where wifi was available or on a Sprint plan.
	F. Senator Alspach reported on Ferris First activities. Copies of the most recent minutes were part of the Senate packet. She noted this group worked on proposals which are generated from multiple colleges. Any proposals should go to Susan Jones, College of Business. Later in the meeting Susan Wancour co-chair of the Academic Strategic Planning Council, said she attended her first meeting as the Senate representative.
6.	**New Program in Community Leadership/Public Advocacy.** Senator Alspach moved to approve the proposal. Seconded by Senator Jewett. Senator Alspach gave a history of the program and the changes made to accommodate requests from Business on the consultation forms This program has a multidisciplinary course checksheet and involves a practicum/mentoring component. Motion passed.
7.	**Online Faculty Evaluation Task Force Recommendations** Senator Berghoef moved to approve this report Seconded by Senator Marion. He thanked members of the task force. There are 3 tiers of recommendations- among the immediate ones are to house faculty evaluation through Academic Affairs with adequate clerical support and investigate the use of incentives. Senator Drake asked if it was possible to withhold a grade without doing the evaluation. Vice-President Berghoef said it was technically possible. Senator Lashaway-Bokina asked which colleges were using which form. Task force member Karafa did not have exact numbers but said that two colleges mandated the IDEA form and the College of Arts and Sciences was about 1/3 on it. Senator Isler asked what percentage of faculty evaluations were done online. That data was not calculable. Motion passed.
8.	**Athletic Advisory Committee Mission** President Haneline gave a brief report on this issue. Dr. Phil Walling, chair of the committee will be presenting at the April meeting. A consultant from the NCAA suggested a different committee structure in which it was appointed by the president. The committee likes the current model of faculty oversight and is working out how to combine both functions into a single committee. President Eisler said he is happy with the model of a faculty oversight committee.

9.	**International Education Task Force Recommendations.**
	Senator Joyce moved to approve this proposal. Seconded by Senator Sanderson. Task Force chair Dr. Christine Vonderhaar summarized the process and the recommendations. The committee should continue to exist, monitor the awards and support academic excellence in international education at FSU. She mentioned areas that are not quite within the scope of the task force charge but should be looked at- the role of further advisory committees and the issue of study abroad. OIE director Piram Prakasam said that his office would welcome help from the committee in dealing with the curriculum nature of study abroad trips. Emeriti President Vasicek asked where the recommendation goes if passed. President Haneline said that the committee would be restructured to handle its new mission if necessary. Motion passed..

10.	**Announcements**
	A. President Eisler said Ferris did well with the governor's proposed budget although he was uncertain how it would fair in the House. Under the proposed 4 metrics, Ferris would stand to gain $2.25 – 2.5 million one-time increase in addition to the 3% increase. The Senate Higher Education committee may not have hearings but he has a meeting scheduled with the chair. The community college baccalaureate bill has been stalled in the Senate Committee, in part because of Senator Judy Emmons who will be representing Ferris under the restricting. The budget also provides some additional funding for MSPRS responsibility. He also noted that he was very proud of the final HLC recommendation which was a 10 year recommendation with no interim visits or reports.
	B. Provost Erickson after spending the week prior to Spring break doing airport interviews, he looked forward to a series of candidates coming in over the next 3 weeks for the College of Arts and Sciences, College of Engineering Technology and College of Allied Healh. Optometry has just posted their position. All new deans should bge in place by July 1, 2012. At a recent Deans council meeting, there was a presentation by Mike McKay and Chris Weber about making all labs OSHA compliant.

11.	**Open Forum**
	A. Senator Drake encouraged all to attend the statewide MathCounts which was being held at Ferris on Saturday March 17th.
	B. FFA President Rumpf encouraged all senators to vote in the upcoming FFA officer elections.
	C. Senator Nystrom said that like Provost Erickson, he had been encouraged during recent job searches (2 completed successfully) to talk about all the positive things going on, on campus.

12.	Senator Marion moved for adjournment at 11:26 a.m. Senator Drake seconded. Motion passed.

Respectfully submitted,
Melinda Isler
Secretary

DRAFT – March 2012
Athletic Advisory Committee

Mission Statement

To promote an environment for Ferris State University student-athletes, coaches, faculty, and staff that maximizes student-athlete success in sports and academics and strengthens their contributions to campus and community life.

Membership

- Faculty representatives as stated in the Academic Senate by-laws for University-Wide Committees
- Faculty Athletics Representative (FAR)
- Two or more administrative representatives - appointed by the President
- Two students from the student body at large - appointed by the Student Government
- Two student athletes from the Student-Athlete Advisory Committee (SAAC) - One female and one male
- One or more alumni, booster, and/or community member - appointed by the President
- Ex Officio members
  - Athletics Director
  - Assistant/Associate Athletics Director/Senior Woman Administrator (SWA)
  - Compliance Officer

Roles and Responsibilities

The Athletic Advisory Committee is a joint University-wide committee that will meet regularly and provide advice to the Academic Senate, Director of Athletics, Vice President, and President. The Athletic Advisory Committee can play a significant role in documenting institutional control over athletics. It should receive and review copies of the Athletics Compliance Manual and Operating Procedures Manual once they are developed. It should also review a Student-Athlete Handbook, once it is developed, and review financial audits annually.

The Athletic Advisory Committee can also play a role by reviewing the athletics budget, sports configuration, gender equity Title IX reports, the annual financial audit, Equity in Athletics Disclosure Act (EADA) submissions, graduation, academic progress and persistence rate reports, injury surveillance reports, medical hardship waiver requests, a summary of rules violations reported and a summary of any student-athlete reinstatement requests, summary statements form student-athlete exit interviews, personal conduct reports of student-athletes, and other matters pertaining to athletic programs and personnel. As an outcome the Athletic Advisory Committee can provide comment regarding observations they discern from an objective review of the information.

The Athletic Advisory Committee will also facilitate communication and cooperation between the athletics program and the general Ferris State University community (students, staff, faculty, administration). The committee will be informed of schedules for athletics events, team practice schedules, study table schedules, and contact information for study table coordinators; approve a system of academic honors and awards for intercollegiate athletes; and oversee the FSU intercollegiate athletic program and FSU academic programs in following rules related to academics and academic faculty as set forth by Ferris State University committees, college athletic conferences to which FSU belongs, and the National Collegiate Athletic Association (NCAA), Divisions I and II. In addition, the committee will assign a faculty member to act as faculty liaison to each coach and intercollegiate athletic team. This liaison will:

1. Assist with communication between coach and faculty
2. Assist students with issues related to academics, and to the excused absence policy
3. Attend games and practices, when possible, to develop relationships between faculty and athletics. To this end, faculty members of the Athletic Advisory Committee will receive a Division II pass upon request.

Revised 05/08/2009

PROPOSAL SUMMARY AND ROUTING FORM

Proposal Title: Revisions to ISIN BS National Security Concentration

Initiating Unit or Individual: ISIN Program Faculty
Contact Person's Name: Barbara L Ciaramitaro e-mail: ciaramb@ferris.edu phone: 231-591-3199
Date or Term of Proposal Implementation: Fall 2012

- [ ] Group I - A – New degree/major or major, redirection of a current offering, or elimination of a degree, major or minor
- [ ] Group I - B – New minors or concentrations
- [x] Group II - A – Minor curriculum clean-up and course changes
- [x] Group II - B – New Courses
- [ ] Group III - Certificates
- [ ] Group IV – Off-Campus Programs

Group/Individual	Signature	Date	Vote/Action *
Program Faculty	Barbara L. Ciaramitaro	2/27/12	4 X Support 0 Support with Concerns 0 Not Support
Department Faculty	Jim Wolfe	2/27/12	15 Support 0 Support with Concerns 0 Not Support
Department Head	James N. Wolfe	2/27/12	✓ Support ___ Support with Concerns ___ Not Support
College Curriculum Committee	Laura Dix	2/28/12	7 Support = Support with Concerns = Not Support
Dean		2/29/02	Support ___ Support with Concerns ___ Not Support
University Curriculum Committee			___ Support ___ Support with Concerns ___ Not Support
Senate			___ Support ___ Support with Concerns ___ Not Support
Academic Affairs			___ Support ___ Support with Concerns ___ Not Support

* Support with Concerns or Not Support must include a list of specific concerns. Votes must be shown for faculty groups. Administrators check appropriate action taken.

To be completed by Academic Affairs

_____   _____   _____
President (Date Approved)   Board of Trustees (Date Approved)   President's Council (Date Approved)

1. Proposal Summary

(Summary is generally less than one page. Briefly: state what is proposed with a summary of rationale and highlights. Additional rationale may be attached.)

In response to the many Cyber Security Initiatives that have been implemented at the national and state level, and the need for trained information security professionals to support these efforts, the ISIN Program faculty are revising the National Security Concentration. This concentration will use the existing ISIN 350 (Organizational Planning and Security Measures), and is adding two new courses: ISIN 351 (Global Security and Policy) and ISIN 352 (The Role of Intelligence in National Security). The fourth class in the concentration will be an approved directed elective in security. There are no changes requested to the required major or business courses. The proposed course offerings are:

> Fall – ISIN 350 and ISIN 351
> Spring – ISIN 352 and Directed Elective in security

2. Summary of All Course Action Required*

a. **Newly Created Courses to FSU:**

Prefix	Number	Title
ISIN	351	Global Security and Policy
ISIN	352	Role of Intelligence in National Security

b. **Courses to be Deleted From FSU Catalog:**

Prefix	Number	Title

c. **Existing Course(s) to be Modified:**

Prefix	Number	Title

d. **Addition of existing FSU courses to program**

Prefix	Number	Title

e. **Removal of existing FSU courses from program**

Prefix	Number	Title

2nd year foreign language competency

3. Summary of All Consultations

Form Sent (B or C)   Date Sent   Responding Dept.   Date Received & by Whom

4. Will External Accreditation be Sought? (For new programs or certificates only)

_____ Yes   _____X_____ No

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

5. Program Checksheets affected by this proposal.

   ISIN BS

120 Credits Required

NAME: _____   **ID#:** _____

REQUIRED		COURSE TITLE - PREREQUISITES SHOWN IN BRACKETS ( )	S.H.	GRADE
General Education Requirements (40-41 hours)			**40-41**	
COMMUNICATION COMPETENCE - 12 Credits Required				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/bscomm.html.html for level approved courses				
COMM	105 or 121	Interpersonal Communication Fundamentals of Public Speaking	3	
ENGL	150	English 1 (ENGL 074 or 14> ACT or 370 > SAT)	3	
ENGL	250	English 2 (ENGL 150 w/C-)	3	
ENGL	311 or 321 or 325	Advanced Technical Writing (ENGL 250 or ENGL 211 w/C or better) Advanced Composition (ENGL 250 or ENGL 211 w/C or better) Advanced Business Writing (ENGL 250 or ENGL 211 w/C or better)	3	
SCIENTIFIC UNDERSTANDING - 7 to 8 Credits Required				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/scicourses.html for approved courses.				
		Scientific Understanding w/ lab	4	
		Scientific Understanding Elective (lab or non-lab)	3 or 4	
QUANTITATIVE SKILLS - 3 Credits Required				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/bsquant.html for approved courses.				
MATH	115	Intermediate Algebra (Undergraduate level MATH 110 Minimum Grade of C- or ACT Math 19 or SAT Mathematics (old) 460 or Algebra 1--Supplemental Math 16 or Algebra 2-Supplemental Math 1 or SAT1 Math 460) If MATH ACT is 24 or higher, substitute a general education elective.	3	
CULTURAL ENRICHMENT - 9 Credits Required				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/cultcourses.html for approved courses				
		Cultural Enrichment Elective (Foreign Language Recommended)	3	
		Cultural Enrichment Elective	3	
		Cultural Enrichment Elective (200 level or above)	3	
SOCIAL AWARENESS - 9 Credits Required*				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/soccourses.html for level approved courses				
		Social Awareness Elective	3	
		Social Awareness Elective	3	
		Social Awareness Elective (200 level or above)	3	

NOTICE REGARDING WITHDRAWAL, RE-ADMISSION AND INTERRUPTION OF STUDIES

Students who return to the university after an interrupted enrollment (not including summer semester)
must normally meet the requirements of the curriculum which are in effect at the time of their
return, not the requirements which were in effect when they were originally admitted.

* Race/Ethnicity/Gender may be satisfied by some Social Awarement courses. Consult with your advisor.

Advising Notes:

Global consciousness requirement satisfied by _____.

Race/ethnicity/gender requirement satisfied by _____.

FSUS requirement satisfied by _____.

A 2.00 cumulative GPA is required in the major, concentration and overall.

40 credit hours must be at the 3xx - 4xx level.

30 credit hours must be Ferris classes.

Effective Fall 2011

REQUIRED		COURSE TITLE - PREREQUISITES SHOWN IN BRACKETS ( )	S.H.	GRADE
Major Core and Concentration Requirements (72 credit hours)			**72**	
BUSINESS COURSES - 15 Credits Required				
ACCT	201	Principles of Accounting (MATH 110 w/C- or ACT 19 or SAT 460)	3	
STQM	260	Introduction to Statistics (MATH 115 w/C- or 24 ACT or 560 SAT)	3	
MGMT	301	Applied Management	3	
MKTG	321	Principles of Marketing (sophomore status or instructor permission)	3	
MGMT	350	Tools for Decision Making	3	
INFORMATION SECURITY AND INTELLIGENCE MAJOR COURSES - 45 Credits Required				
STQM	270	Introduction to Data Mining (STQM 260 or CCHS 315 or MATH 251 or MFGE 341 or PSYC 210 or SOCY 371 w/C-)	3	
STQM	360	Risk Analysis and Strategy (STQM 260 w/C-)	3	
ISIN	200	All Things Digital	3	
HSCJ	202	Introduction to Information Security (None)	3	
ISIN	312	Applications of Information Security (HSCJ 202 and ISIN 200)	3	
HSCJ	310	Digital Forensics and Analysis (HSCJ 202)	3	
ISYS	200	Database Design and Implementation (ISYS 105)	3	
HSCJ	317	Fraud Examination	3	
ISIN	429	Legal & Ethical Issues in Information Security	3	
ISIN	300	Visual Analysis and Investigations	3	
ISIN	301	Data Intelligence Competitive Theory (ISIN 220, ISYS 200)	3	
PROJ	320	Project Management Fundamentals	3	
ISIN	390	Special Topics in ISIN	3	
ISIN	491	Internship	3	
ISIN	499	Capstone Experience (Senior Standing)	3	
CONCENTRATION** or approved minor - 12 Credits Required - ADVISOR APPROVAL REQUIRED				
		Concentration Class 1	3	
		Concentration Class 2	3	
		Concentration Class 3	3	
		Concentration Class 4	3	
DIRECTED ELECTIVES - 7 to 8 Credits Required - ADVISOR APPROVAL REQUIRED				
Directed Electives (7-8 credit hours)			**7-8**	
		Directed Elective	3	
		Directed Elective	3	
		Directed Elective	1 or 2	
		TOTAL CREDIT HOURS REQUIRED	**120**	

**Concentrations may be selected from one of the following options or a custom concentration my be developed with advisor approval.
(all classes and concentrations may not be available at all campuses - Main Campus only options are indicated by ***)

Concentrations	Classes
Data Mining***	STQM 342, STQM 380, STQM 322, ISYS 371
GIS	GISC 225, GISC 282, GISC 382, ISYS 371
Digital Forensics	HSCJ 315, ISYS 216, ISYS 325, ISYS 371
Network Security	ISYS 277, ISYS 325, Elective, Elective
Project Management	PROJ 350, PROJ 351, PROJ 420, MGMT 370
Software Development	ISYS 216, ISYS 316, ISYS 204, ISYS 304
Applied Networking	ECNS 115, ECNS 125, ECNS 215, ECNS 225
Business	ACCT 202, FINC 322, MGMT 370, BLAW 321
Foreign Language	Transfer (12 credit hours)

Effective Fall 2011

120 Credits Required

NAME: _____   **ID#:** _____

REQUIRED		COURSE TITLE - PREREQUISITES SHOWN IN BRACKETS ( )	S.H.	GRADE
General Education Requirements (40-41 hours)			**40-41**	
COMMUNICATION COMPETENCE - 12 Credits Required				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/bscomm.html.html for level approved courses				
COMM	105 or 121	Interpersonal Communication / Fundamentals of Public Speaking	3	
ENGL	150	English 1 (ENGL 074 or 14> ACT or 370 > SAT)	3	
ENGL	250	English 2 (ENGL 150 w/C-)	3	
ENGL	311 or 321 or 325	Advanced Technical Writing (ENGL 250 or ENGL 211 w/C) / Advanced Composition (ENGL 250 or ENGL 211 w/C) / Advanced Business Writing (ENGL 250 or ENGL 211 w/C)	3	
SCIENTIFIC UNDERSTANDING - 7 to 8 Credits Required				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/scicourses.html for approved courses.				
		Scientific Understanding w/ lab	4	
		Scientific Understanding Elective (lab or non-lab)	3 or 4	
QUANTITATIVE SKILLS - 3 Credits Required				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/bsquant.html for approved courses.				
MATH	115	Intermediate Algebra (Undergraduate level MATH 110 Minimum Grade of C- or ACT Math 19 or SAT Mathematics (old) 460 or Algebra 1--Supplemental Math 16 or Algebra 2-Supplemental Math 1 or SAT1 Math 460) / If MATH ACT is 24 or higher, substitute a general education elective.	3	
CULTURAL ENRICHMENT - 9 Credits Required				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/cultcourses.html for approved courses				
		Cultural Enrichment Elective (Foreign Language Recommended)	3	
		Cultural Enrichment Elective	3	
		Cultural Enrichment Elective (200 level or above)	3	
SOCIAL AWARENESS - 9 Credits Required*				
Consult the Ferris website: www.ferris.edu/htmls/academics/gened/soccourses.html for level approved courses				
		Social Awareness Elective	3	
		Social Awareness Elective	3	
		Social Awareness Elective (200 level or above)	3	
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* Race/Ethnicity/Gender may be satisfied by some Social Awarement courses. Consult with your advisor.

Advising Notes:

Global consciousness requirement satisfied by _____.

Race/ethnicity/gender requirement satisfied by _____.

FSUS requirement satisfied by _____.

A 2.00 cumulative GPA is required in the major, concentration and overall.

40 credit hours must be at the 3xx - 4xx level.

30 credit hours must be Ferris classes.

Effective Fall 2012

Ferris State University - College of Business   FORM D PROPOSED
BACHELOR OF SCIENCE DEGREE IN INFORMATION SECURITY & INTELLIGENCE

REQUIRED		COURSE TITLE - PREREQUISITES SHOWN IN BRACKETS ( )	S.H.	GRADE
Major Core and Concentration Requirements (72 credit hours)			**72**	
BUSINESS COURSES - 15 Credits Required				
ACCT	201	Principles of Accounting (MATH 110 w/C- or ACT 19 or SAT 460)	3	
STQM	260	Introduction to Statistics (MATH 115 w/C- or 24 ACT or 560 SAT)	3	
MGMT	301	Applied Management	3	
MKTG	321	Principles of Marketing (sophomore status or instructor permission)	3	
MGMT	350	Tools for Decision Making	3	
INFORMATION SECURITY AND INTELLIGENCE MAJOR COURSES - 45 Credits Required				
STQM	270	Introduction to Data Mining (STQM 260 or CCHS 315 or MATH 251 or MFGE 341 or PSYC 210 or SOCY 371 w/C-)	3	
STQM	360	Risk Analysis and Strategy (STQM 260 w/C- or better)	3	
ISIN	200	All Things Digital	3	
HSCJ	202	Introduction to Information Security (None)	3	
ISIN	312	Applications of Information Security (HSCJ 202, ISIN 200)	3	
HSCJ	310	Digital Forensics and Analysis (HSCJ 202)	3	
ISYS	200	Database Design and Implementation (ISYS 105)	3	
HSCJ	317	Fraud Examination	3	
ISIN	429	Legal & Ethical Issues in Information Security	3	
ISIN	300	Visual Analysis and Investigations	3	
ISIN	301	Data Intelligence Competitive Theory (ISIN 220, ISYS 200)	3	
PROJ	320	Project Management Fundamentals	3	
ISIN	390	Special Topics in ISIN	3	
ISIN	491	Internship	3	
ISIN	499	Capstone Experience (Senior Standing)	3	
CONCENTRATION** or approved minor - 12 Credits Required - ADVISOR APPROVAL REQUIRED				
		Concentration Class 1	3	
		Concentration Class 2	3	
		Concentration Class 3	3	
		Concentration Class 4	3	
DIRECTED ELECTIVES - 7 to 8 Credits Required - ADVISOR APPROVAL REQUIRED				
Directed Electives (7-8 credit hours)			**7-8**	
		Directed Elective	3	
		Directed Elective	3	
		Directed Elective	1 or 2	
		TOTAL CREDIT HOURS REQUIRED	**120**	

**Concentrations may be selected from one of the following options or a custom concentration my be developed with advisor approval.

(all classes and concentrations may not be available at all campuses - Main Campus only options are indicated by ***)

Concentrations	Classes
Data Mining***	STQM 342, STQM 380, STQM 322, ISYS 371
GIS	GISC 225, GISC 282, GISC 382, ISYS 371
Digital Forensics	HSCJ 315, ISYS 216, ISYS 325, ISYS 371
Network Security	ISYS 277, ISYS 325, Elective, Elective
Project Management	PROJ 350, PROJ 351, PROJ 420, MGMT 370
Software Development	ISYS 216, ISYS 316, ISYS 204, ISYS 304
Applied Networking	ECNS 115, ECNS 125, ECNS 215, ECNS 225
Business	ACCT 202, FINC 322, MGMT 370, BLAW 321
National Security	**ISIN 350, ISIN 351, ISIN 352, Directed Elective**
Foreign Language	Transfer (12 credit hours)

Effective Fall 2012

NEW COURSE INFORMATION FORM

Course Identification:

Prefix: **Number** **Title**
ISIN **351** **Global Security and Policy**
Course Description:

This class explores the global aspects of national and international security policies, laws, investigations as well as other relevant issues and topics. This class will also explore the societal impact of information security policies from an international perspective.

Course Outcomes and Assessment Plan:

- Outcome: Examine the history of national security initiatives in the United States.
  - Assessment: Class discussions; individual research essay; final research project; final exam
- Outcome: Examine the history and role of homeland security in national security efforts.
  - Assessment: Class discussion; individual research paper; final research project; final exam
- Outcome: Explore the organizational structure of the national security and homeland security enterprises including the role of the executive, judicial and legislative branches.
  - Assessment: Class discussion; individual research essays; final research project; final exam
- Describe the impact of outside parties on national security efforts.
  - Assessment: Class discussion; individual research essays; final research project; final exam
- Examine homeland and national security policies, laws and regulations.
  - Assessment: Class discussion; individual research essays; final research project; final exam
- Identify national and homeland security threats, risks and countermeasures.
  - Assessment: Class discussion; individual research essays; case study analysis; final research project; final exam

Course Outline including Time Allocation:

Course Outcome	%
History and Role National and Homeland Security Initiatives	20
Organizational structure and relevant parties to National and Homeland Security	30
National and Homeland Security Policies, Laws and Regulations	25
National and Homeland Security threats, risks and countermeasures	25

NEW COURSE INFORMATION FORM

Course Identification:

Prefix: **Number**   **Title**
ISIN   352   **Role of Intelligence in National Security**
Course Description:

This class examines the role of intelligence and intelligence analysis techniques in support of national security efforts. The course will examine the history, structure and roles of the various intelligence agencies. It will also review, in detail, intelligence analysis techniques through case studies.

Course Outcomes and Assessment Plan:
- Outcome: Examine the history of intelligence and its role in national security
  - Assessment: Class discussion, individual research essay, final research project, final exam
- Identify the intelligence process of collection and analysis.
  - Assessment: Class discussion, case study analysis, final research project, final exam
- Explore moral, ethical and accountability issues of intelligence
  - Assessment: Class discussion, individual research essay, final research project, final exam
- Examine structured analytic techniques for intelligence analysis.
  - Assessment: Class discussion, case study analysis, final research project, final exam
- Apply structured analytic techniques in case study analysis.
  - Assessment: Class discussions; case study analysis; final research project; final exam

Course Outline including Time Allocation:

Course Outcome	%
History and Role Intelligence in National Security	20
Identify the intelligence process of collection and analysis	20
Explore moral, ethical and accountability issues of intelligence	10
Examine structured analytic techniques for intelligence analysis	25
Apply structured analytic techniques in case study analysis	25

CREATE NEW COURSE
Course Data Entry Form

FORM F

Create New Course
Rev. 07/23/07

I. ACTION TO BE TAKEN: CREATE A NEW COURSE
Notes
1. Complete each item in Section I and Section II.
2. If this course is to be used as a prerequisite for other university courses, Form Fs that reflect the prerequisite change must be submitted for those courses as well.

Term Effective (6 digit code only): 201208 **Examples: 200801(Spring), 200805(Summer), 200808(Fall)**
Note: The first four digits indicate year, the next two digits indicate month in which term begins.

II. PROPOSED FOR NEW COURSE: Complete all sections a through r, See manual for clarification.

a. Course Prefix **b.** Number **c.** Enter Contact Hours per week in boxes.
ISIN 351 LECture 3 LAB ☐ INDependent Study – Check (x) ☐
Practicum: Seminar:

d. Course Title: Global Security and Policy (Limit to 30 characters/spaces.)

e. College Code: COB **f.** Department Code: AFIS
Credit Hours: Check (x) type and enter maximum and minimum hours in boxes.

g. Type: ☐ Variable X Fixed **h.** Minimum Credit Hours 3 **i.** Maximum Credit Hours 3

j. May Be Repeated for Added Credit: Check (x) ☐ Yes X No

k. Levels: Check (x) X Undergraduate ☐ Graduate ☐ Professional

l. Grade Method: Check (x) X Normal Grading ☐ Credit/No Credit only (Pass/Fail)

m. Does proposed new course replace an equivalent course? Check (x) ☐ Yes X No

n. Equivalent course: Prefix Number See instructions on Replacement courses.

o. CATALOG DESCRIPTION – Limit to 75 words – PLEASE BE CONCISE.
The class explores the global aspects of national and international security policies, laws, investigations as well as other relevant issues and topics. This class will also explore the societal impact of information security policies from an international perspective.
p. Term(s) Offered: Fall (See instructions for listing.) **q.** Max. Section Enrollment: 25

r. Prerequisites/Co-requisites/Restrictions: (If none, leave blank.) Limited to 100 spaces. HSCJ 202

UCC Chair Signature/Date:

Academic Affairs Approval Signature/Date:

_____ ___/___/___

_____ ___/___/___

To be completed by Academic Affairs Office: - Standard & Measures Coding and General Education Code
☐ Basic Skill (BS) ☐ General Education (GE) ☐ Occupational Education (OC) G.E. Codes

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Office of the Registrar use ONLY

Date Rec'd: _____ Date Completed: _____ Entered: SCACRSE __ SCADETL __ SCARRES __ SCAPREQ __

CREATE NEW COURSE
Course Data Entry Form

FORM F

I. ACTION TO BE TAKEN: CREATE A NEW COURSE

Notes
1. Complete each item in Section I and Section II
2. If this course is to be used as a prerequisite for other university courses, Form Fs that reflect the prerequisite change must be submitted for those courses as well.

Term Effective (6 digit code only): 201208 **Examples: 200801(Spring), 200805(Summer), 200808(Fall)**
Note: The first four digits indicate year, the next two digits indicate month in which term begins.

II. PROPOSED FOR NEW COURSE: Complete all sections a through r, See manual for clarification.

a. Course Prefix ISIN
b. Number 352
c. Enter Contact Hours per week in boxes.
LECture 3 LAB ☐ INDependent Study – Check (x) ☐
Practicum: ☐ Seminar: ☐

d. Course Title: Role of Intelligence in National Security (Limit to 30 characters/spaces.)

e. College Code: COB **f.** Department Code: AFIS
Credit Hours: Check (x) type and enter maximum and minimum hours in boxes.

g. Type: ☐ Variable X Fixed **h.** Minimum Credit Hours 3 **i.** Maximum Credit Hours 3

j. May Be Repeated for Added Credit: Check (x) ☐ Yes X No

k. Levels: Check (x) X Undergraduate ☐ Graduate ☐ Professional

l. Grade Method: Check (x) X Normal Grading ☐ Credit/No Credit only (Pass/Fail)

m. Does proposed new course replace an equivalent course? Check (x) ☐ Yes X No

n. Equivalent course: Prefix ☐ Number ☐ See instructions on Replacement courses.

o. CATALOG DESCRIPTION – Limit to 75 words – PLEASE BE CONCISE.
The class examines the role of intelligence and intelligence analysis techniques in supporting national security efforts. The course will examine the structure and roles of the various intelligence agencies and will review in detail intelligence analysis techniques through case studies.

p. Term(s) Offered: Spring (See instructions for listing.) **q.** Max. Section Enrollment: 25

r. Prerequisites/Co-requisites/Restrictions: (If none, leave blank.) Limited to 100 spaces. HSCJ 202

UCC Chair Signature/Date:

Academic Affairs Approval Signature/Date:

_____ __/__/__

_____ __/__/__

To be completed by Academic Affairs Office: - Standard & Measures Coding and General Education Code
☐ Basic Skill (BS) ☐ General Education (GE) ☐ Occupational Education (OC) ☐ G.E. Codes

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Office of the Registrar use ONLY

Date Rec'd: ____ Date Completed: ____ Entered: SCACRSE __ SCADETL __ SCARRES __ SCAPREQ __

DRAFT by Standards Committee

ANNUALIZED WORKLOAD FOR INSTRUCTIONAL FACULTY:
Revised March 15, 2012

Policy:

    Annualized workloads for instructional faculty are determined at the College level through development of workload policies. The University strives to assure equity in its development and implementation of college and university workload policies. The stated items below, 1 through 3, are taken from language within the present contract agreement and shall follow contract guidelines.

Procedures/Practices:

1. All examples will be based on a standard workload of 24 semester hours per academic year, excluding summer. This policy and related procedures recognize the differences between/among colleges and between/among departments within colleges, so that 24 hours shall neither be a minimum nor a maximum).

2. No more than two-thirds (2/3) of an annual workload will be assigned in any one semester unless the member agrees. On a semester hour basis, where 24 hours is the standard workload, sixteen (16) semester hours would be two-thirds (2/3) of an annualized load.

3. A member with a full workload, including released time, may teach a maximum of five (5) overload credit hours per semester under this policy.

4. If the department head/chair can document to the dean that a faculty member in his or her college will be assigned and has agreed to teach an overload in the fall semester and will have a full load or an overload in the spring semester, the fall overload will be paid during the fall semester.

Academic Affairs Policy

Assuring Student Readiness for Online Learning

Effective September 2012

Policy

Ferris State University is committed to assuring students' success in online[1] courses while maximizing instructional time within specific courses. Each student who enrolls for an online course will be required to demonstrate his/her proficiency in performing the minimum functions associated with effective participation in online courses. Proficiency demonstration must be completed before the student begins an online course. Minimum expectations will be prominently displayed and regularly updated on the Online Learning website at www.ferris.edu/onlinelearning.

Policy

Procedures and systems for implementation of the policy will evolve over time, beginning with a pilot in Summer 2012 that will inform future processes.

1. Students planning to enroll in an online class will be required to take an online learning module that would demonstrate proficiency using Current Online Learning System for an online course.
2. An online learning website will contain updated informational links students can use to acquire the required skills that must be demonstrated, along with suggestions and resources for developing these skills independently or in group settings.
3. As soon as the student has accomplished the Current Online Learning System learning module successfully, said student would be approved for online courses in the Current Online Learning System. If said student misses two consecutive semesters or more using an online course delivered in Current Online Learning System, it is highly recommended that they retake the associated online learning module.
4. Each year, the university will review its standards for documenting students' readiness for online learning, with a goal of continuing to enhance effectiveness and efficiency.
5. Even though the policy will be in effect starting the fall of 2012, the systems will be further developed throughout 2012, meaning that not all Ferris students enrolled for online courses will necessarily have demonstrated the required abilities before the Fall Semester of 2013.
6. To the extent possible, proficiency in the Current Online Learning System will be integrated into existing requirements for future students.

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[1] Online course at Ferris indicates a course where all instruction is offered through the course management system and no face-to-face time is required. On occasion, an instructor may incorporate a required or optional meeting. Other terms used to classify delivery modes are "face-to-face" and "blended." Blended courses include both online and face-to-face instruction in varying proportions from course to course.