

Revised 7/23/07

PROPOSAL SUMMARY AND ROUTING FORM

Proposal Title: FMAN 490 – Capstone Research

Initiating Unit or Individual: Architectural Technology/Facility Management, Department Chair

Contact Person's Name: Diane Nagelkirk e-mail: nagelkid@ferris.edu phone: 2630

Date or Term of Proposal Implementation: Fall semester, 2008

- 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
- Group II - A – Minor curriculum clean-up and course changes
- Group II - B – New Course
- Group III - Certificates
- Group IV – Off-Campus Programs

Group/Individual	Signature	Date	Vote/Action *
Program Faculty	Diane Nagelkirk <i>Diane L. Nagelkirk</i>	3/5/08	<u>5</u> Support Support with Concerns Not Support
Department Faculty	Diane Nagelkirk <i>Diane L. Nagelkirk</i>	3/5/08	<u>5</u> Support Support with Concerns Not Support
Department Head / Chair	Diane Nagelkirk <i>Diane L. Nagelkirk</i>	3/5/08	<u>X</u> Support Support with Concerns Not Support
College Curriculum Committee			Support Support with Concerns Not Support
Dean	<i>[Signature]</i>	3/19/08	Support Support with Concerns Not Support
University Curriculum Committee			Support Support with Concerns Not Support
Senate			Support Support with Concerns Not Support
Academic Affairs	<i>[Signature]</i>	4/14/08	<u>5</u> 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)

REC'D APR 09 2008

**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 an effort to provide a more comprehensive and quality learning experience for the Facility Management students we wish to offer a 1-credit hour course that will provide dedicated research time in preparation for the spring semester Capstone Thesis course. This 1-credit hour class will focus on the selection and research phase during the fall semester thereby allowing more time for the development and implementation phases during the spring semester. The Capstone Thesis course will remain a 3-credit hour course.**

**2. Summary of All Course Action Required\***

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

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
<b>FMAN</b>	<b>490</b>	<b>Capstone Research</b>

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

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**c. Existing Course(s) to be Modified:**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**d. Addition of existing FSU courses to program**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**e. Removal of existing FSU courses from program**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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\*Contact Senate Secretary or UCC Chair if spaces for additional courses are needed.

## NEW COURSE INFORMATION FORM

### Course Identification:

<b>Prefix:</b>	<b>Number</b>	<b>Title</b>
FMAN	490	Capstone Research

### Course Description:

Development of proposal and preliminary research for Capstone Thesis project. The course will include an introduction to and review of research methods.

### Course Outcomes and Assessment Plan:

The successful student will demonstrate:

1. Proficiency in research methods evident by development of annotated bibliography and thesis proposal.
2. Understanding of core FM competencies (e.g. programming, project management, operations and maintenance, space planning, interior design) through successful incorporation into thesis proposal.
3. Ability to organize and manage a team based project.
4. Skills to participate as a contributing member of project team.
5. Ability to prepare and present a project abstract.

### Course Outline including Time Allocation:

<b>Units of Instruction:</b>		<b>Lecture Hours</b>
1	Course Introduction	1
2	Review of research methods and campus resources	3
3	Review of core competencies in FM program	1
4	Determination of intention to develop group or individual Capstone Thesis project	2
5	Individual/Group discussions	5
6	Presentation of project abstracts	3
<b>Total Hours</b>		<b>15</b>

**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): 200808 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

FMAN

b. Number

490

c. Enter Contact Hours per week in boxes.

LECTure 1 LAB  INDEpendent Study – Check (x)

Practicum:  Seminar:

(Limit to 30 characters/spaces.)

d. Course Title: Capstone Research

e. College Code: COT

f. Department Code: ATFM

Credit Hours: Check (x) type and enter maximum and minimum hours in boxes.

g. Type:  Variable  Fixed h. Minimum Credit Hours 1 i. Maximum Credit Hours 1

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

k. Levels: Check (x)  Undergraduate  Graduate  Professional

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

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

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

o. CATALOG DESCRIPTION – Limit to 75 words – PLEASE BE CONCISE.

Development of proposal and preliminary research for Capstone Thesis project. The course will include an introduction to and review of research methods.

p. Term(s) Offered: Fall (See instructions for listing.) q. Max. Section Enrollment: 30

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

UCC Chair Signature/Date:

\_\_\_\_\_ 1/1

Academic Affairs Approval Signature/Date:

[Signature] 4/1/08

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

**Office of the Registrar use ONLY**

Date Rec'd: \_\_\_\_\_ Date Completed: \_\_\_\_\_ Entered: SCACRSE \_\_ SCADETL \_\_ SCARRES \_\_ SCAPREQ \_\_

**FERRIS STATE UNIVERSITY  
COLLEGE OF TECHNOLOGY  
ARCHITECTURAL TECHNOLOGY AND FACILITY MANAGEMENT DEPARTMENT  
COURSE OUTLINE: FMAN 490**

Course Title: Capstone Research

Course Description: Development of proposal and preliminary research for Capstone Thesis project. The course will include an introduction to and review of research methods.

Credit Hours: 1

Contact Hours: 1 lecture hour

Prerequisite: Senior standing

Required Text: None

Additional Material: Instructor prepared handouts

**COURSE OUTCOMES AND ASSESSMENT PLAN:**

The successful student will demonstrate:

1. Proficiency in research methods evident by development of annotated bibliography and thesis proposal.
2. Understanding of core FM competencies (e.g. programming, project management, operations and maintenance, space planning, interior design) through successful incorporation into thesis proposal.
3. Ability to organize and manage a team based project.
4. Skills to participate as a contributing member of project team.
5. Ability to prepare and present a project abstract.

**UNITS OF INSTRUCTION:**

	<b><u>TIME WEIGHT:</u></b>
	<b>Lecture Hours</b>
I. Course introduction	1
II. Review of research methods and campus resources	3
III. Review of core competencies in FM program	1
IV. Determination of intention to develop group or individual Capstone Thesis project	2
V. Individual/Group discussions	5
VI. Presentation of project abstracts	3
<b>Total Hours:</b>	<b>15</b>

**TOPICAL OUTLINE OF MAJOR UNITS OF INSTRUCTION:      TIME WEIGHT:**

Upon completion of each learning unit the student will:		<b>Lecture hours</b>
I.	Course introduction. A. Understand course format, grading criteria and methods, class procedures, etc. B. Understand goals of course and course content.	1
II.	Research methods and campus resources. A. Understand and utilize research methods B. Understand and utilize library resources	3
III.	Review of core competencies in FM program. Student will demonstrate understanding of: A. Programming B. Project Management C. Operations and Maintenance D. Space Planning E. Interior Design	1
IV.	Determination of intention to develop group or individual Capstone Thesis project. A. Understand significance and consequences of individual vs. group work. B. Declare choice of individual or group project. C. Select and organize group.	2
V.	Individual/Group discussions. A. Engage in instructor/student meetings to review progress on development of thesis proposal. B. Demonstrate development of concept, research plan, benchmarks, schedule, etc. C. Develop abstract proposal.	5
VI.	Presentation of project abstracts A. Prepare and present project abstract.	3
<b>Total Hours:</b>		<b>15</b>