

Revised 7/23/07

PROPOSAL SUMMARY AND ROUTING FORM

Proposal Title: Prerequisite Changes – Industrial Technology & Management

Initiating Unit or Individual: CPTS

Contact Person's Name: Andrew Purvis e-mail: purvisa@ferris.edu phone: 616-643-5740

Date or Term of Proposal Implementation: FALL 2009

- 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		8/5/08	<u>2</u> Support ____ Support with Concerns <u>0</u> Not Support
College Faculty		8/12/08	<u>5</u> Support ____ Support with Concerns <u>0</u> Not Support
Dean		11/13/08	<u>1</u> Support ____ Support with Concerns ____ Not Support
University Curriculum Committee		1/27/09	<input checked="" type="checkbox"/> Support <u>60</u> ____ Support with Concerns ____ Not Support
Senate		1/27/09	<input checked="" type="checkbox"/> Support ____ Support with Concerns ____ Not Support
Academic Affairs		1/29/09	<input checked="" type="checkbox"/> 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 JAN 28 2009

## FORM A CONT.

### 1. Proposal Summary

This proposal initiates and dictates a more firm course sequence in the program that has been lacking since inception of the program in 2001. Virtually all the enrolled students in the program are part-time, non-traditional students, and it is desired to have the more advanced courses in the program be reserved for those established students who have completed a number of the courses. It has been practice to encourage students to enroll in the program courses in a logical sequence of topics, and this proposal will make formal the intended sequence of courses in this program. A title change in the Capstone course will offer clarity for students in their selection of courses without any changes in content. In addition, deletion of ENGL 321 from the program writing options would allow for students to experience the type of writing they will experience in the work force, where this particular course does not fit this expectation as well as ENGL 311 or ENGL 325.

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

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

Prefix	Number	Title
--------	--------	-------

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

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

Prefix	Number	Title
APPS	420	Manufacturing Certification & Standardization
APPS	450	Manufacturing Improvement Management
APPS	499	Applied Science Capstone

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

Prefix	Number	Title
--------	--------	-------

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

Prefix	Number	Title
ENGL	321	Advanced Composition

**f. Program Checksheets affected by these changes**

Industrial Technology & Management

\*Contact Senate Secretary or UCC Chair if spaces for additional courses are needed.

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**CURRICULUM CONSULTATION FORM**

To be completed by each department affected by the proposed change, new degree, new program, new minor, or new course. Potential duplication of coursework is reason for consultation.

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2. The department must respond within 20 calendar days of receipt of this form to insure inclusion in the final proposal. The completed form is returned to the initiator and inserted into the proposal.

**Failure to respond is interpreted as support for the proposal.**

3. The Proposing Department must address any concerns raised by the department. This response will be in writing and be included in the proposal following the consultation form.

**RE: Proposal Title Prerequisite Changes – Industrial Technology & Management**

Initiator(s): <u>CPTS</u>	
Proposal Contact: <u>Andrew Purvis</u>	Date Sent: <u>08/01/2008</u>
Department: <u>Industrial Technology &amp; Mgt</u> Campus Address: <u>ATC 170 - Grand Rapids</u> (Please print)	

Responding Department: <u>English</u>	
Chair/Head/Coordinator: <u>Dr. Genevieve West</u>	Date Returned: <u>9/25/08</u>

Based upon department faculty review on 9/25/08 (date), we

- Support the above proposal.
- Support the above proposal with the modifications and concerns listed below.
- Do not support the proposal for the reasons listed below.

Comment regarding the impact this proposal has on scheduling, room assignments, faculty load, and prerequisites for your department. Use additional pages, if necessary.

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<b>Proposal Contact:</b> <u>Andrew Purvis</u> <b>Date Sent:</b> <u>08/01/2008</u>
<b>Department:</b> <u>Industrial Technology &amp; Mgt</u> <b>Campus Address:</b> <u>ATC 170 - Grand Rapids</u> (Please print)

<b>Responding Department:</b> <u>Manufacturing</u>
<b>Chair/Head/Coordinator:</b> <u>Gary Ovans</u> <b>Date Returned:</b> <u>9/24/08</u>

Based upon department faculty review on 9/24/08 (date), we

- Support the above proposal.
- Support the above proposal with the modifications and concerns listed below.
- Do not support the proposal for the reasons listed below.

*Gary Ovans* X2971

Comment regarding the impact this proposal has on scheduling, room assignments, faculty load, and prerequisites for your department. Use additional pages, if necessary.

## CURRICULUM CONSULTATION FORM

To be completed by each department affected by the proposed change, new degree, new program, new minor, or new course. Potential duplication of coursework is reason for consultation.

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**RE: Proposal Title Prerequisite Changes – Industrial Technology & Management**

**Initiator(s):** CPTS

**Proposal Contact:** Andrew Purvis **Date Sent:** 08/01/2008

**Department:** Industrial Technology & Mgt **Campus Address:** ATC 170 - Grand Rapids  
(Please print)

**Responding Department:** Management

**Chair/Head/Coordinator:** Dr. David Steenstra **Date Returned:** \_\_\_\_\_

Based upon department faculty review on \_\_\_\_\_(date), we

- Support the above proposal.
- Support the above proposal with the modifications and concerns listed below.
- Do not support the proposal for the reasons listed below.

Comment regarding the impact this proposal has on scheduling, room assignments, faculty load, and prerequisites for your department. Use additional pages, if necessary.



**General Education Requirements**

Required Courses	Course Title FSU Prerequisites Shown in Parentheses ( )	GRCC Equivalent Courses	FSU S.H.	Grade
<b>Communication Competence—12 Semester Hours Required</b>				
COMM 121	Fundamentals of Public Speaking	SC 135	3	
ENGL 150	English 1	EN 101	3	
ENGL 250	English 2	EN 102	3	
Directed Elective	Advanced Writing – ENGL 311, 321 or 325 (ENGL 211 or 250)	FSU class	3	
<b>Scientific Understanding—7 Semester Hours Required</b>				
PHYS 211	Introduction to Physics 1 (MATH 115)	PH 125	4	
Science Elective	Non-lab Science Elective - Select one course from the following areas: Astronomy, Biology, Chemistry, Geology, Physical Science, or Physics	GRCC	3	
<b>Quantitative Skills—4 Semester Hours Required</b> This requirement can be met by completing the College Algebra and Trigonometry CLEP exam. Discuss this with the Program Advisor. The algebra portion (represented by MA 107) can be completed by one of the following options: pass MA 107 or higher at GRCC, pass the College Algebra CLEP exam, or demonstrate an ACT Math subtest score of 24 or higher. The alternative method by which to complete the FSU MATH 126 requirement is to take MA 107-Intermediate Algebra and MA 108-Trigonometry at Grand Rapids Community College.				
MATH 126	Algebra and Analytic Trigonometry	MA 107 & MA 108	4	
<b>Cultural Enrichment—9 Semester Hours Required</b> Select from the following subjects: Art History, Art, French, German, Spanish, History, Humanities, Literature, Music, Philosophy (but not Logic), or Theatre. <b>Criteria: One 3 credit course must be at the 200 level or higher. Also, students must choose from two different subject areas. For example, not all classes can be History classes.</b>				
Cultural Enrichment	Can be 100 or 200 level classes	GRCC	3	
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Cultural Enrichment	200 level - Some examples of classes at GRCC that meet this requirement include: (1) Any Humanities, (2) HS 260, HS 290, HS 295, (3) EN 233, EN 235, EN 237, EN 242, EN 250, EN 252, EN 261, (4) PL 205, (5) TH 245, TH 248, (6) MU 107, MU 109 (7) 200-level French, German or Spanish classes.	GRCC	3	
<b>Social Awareness—9 Semester Hours Required</b> <b>** This Social Awareness credit can be met through the following subject areas. Some specific GRCC course options include: Anthropology (ex: AN 210); Economics (ex: EC 251, EC 252); Political Science (ex: PS 110); Sociology (SO 251, SO 254); Geography (ex: GE 135).</b>				
PSYC 150	Introduction to Psychology [REG met]	PY 201	3	
Directed Elective		FSU class	3	
**Social Awareness		GRCC	3	
<b>Minimum of 41 General Education Hours Required for FSU B.A.S. Degree</b>				

NOTE: Courses with a GRCC equivalent are not taught at Ferris-Grand Rapids, therefore they must be completed at GRCC or another accredited college or university. Those planning on taking classes at GRCC must make application for admissions at GRCC

NAME: \_\_\_\_\_ STUDENT#: \_\_\_\_\_ DATE: \_\_\_\_\_ ADVISOR: \_\_\_\_\_

**Admission Requirements:**

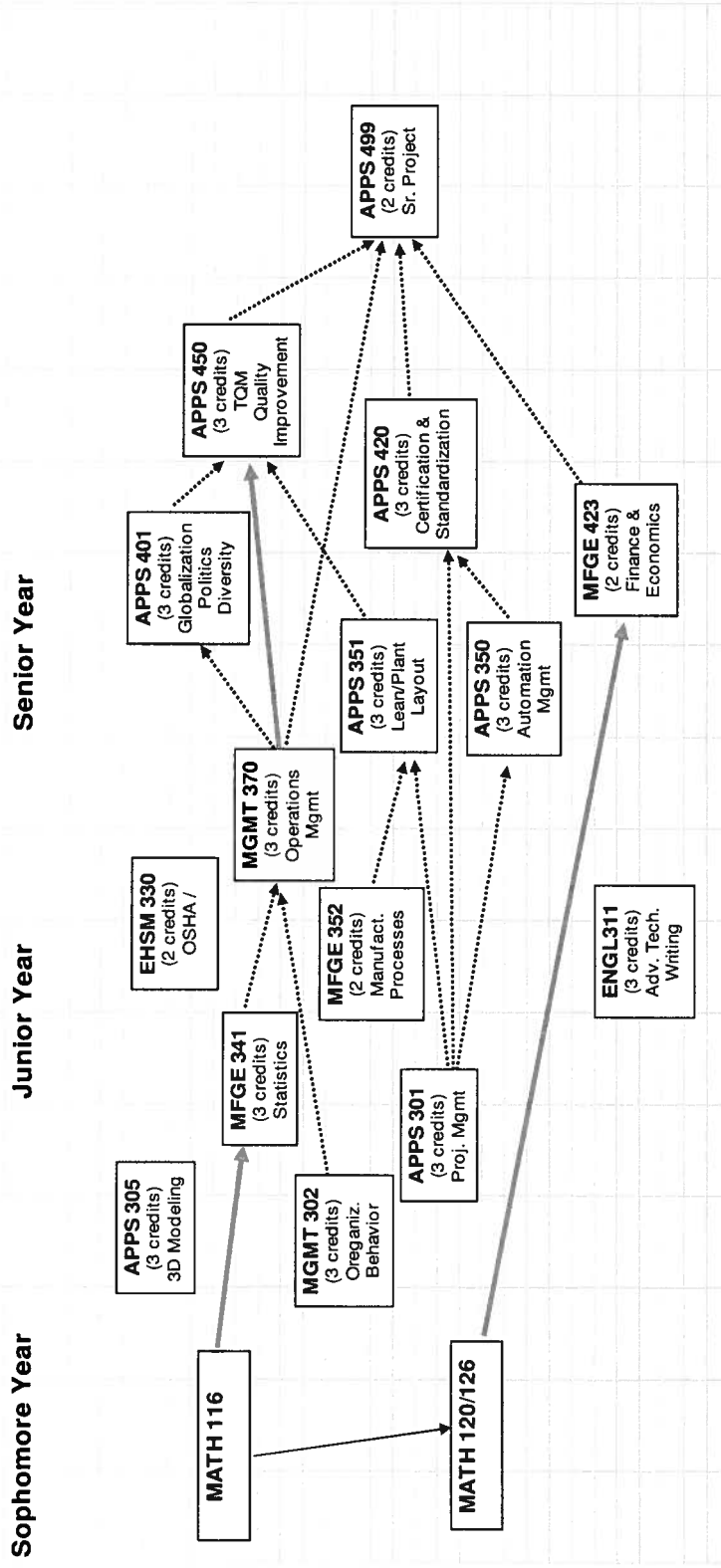
- Minimum credits for admission into the degree program will require at least 30 credits. In certain circumstances, individuals may be admitted into the program without prior earned credit due to the possession of prior experience or certifications that may lead to credit for prior learning. In addition, students may be enrolled concurrently at FSU-GR and Grand Rapids Community College. Admission with less than 30 credits will be by permission of the Dean.
- A 2.5 overall GPA and 2.5 in mathematics courses is required for admission.
- All official college transcripts must be submitted at time of admission.
- To be considered for financial aid from Ferris, students must have earned an associate degree or 48 transferable semester hours or take at least six credit hours from FSU each semester.

**Graduation Requirements:**

- To graduate, students must have a 2.0 CUMULATIVE GPA in all FSU courses, a 2.50 GPA in the Math courses, and a 2.75 in the Concentration and Core (FSU courses).
- At least 30 FSU semester hours must be completed to fulfill FSU requirements.
- At least 40 semester hours must be completed at the 300 or 400 level.
- A minimum of 62 semester hours must be completed beyond the associate's degree for graduation.
- Students must meet the University General Education Hours requirements listed above.
- 127 credit hours are required for graduation.

### General Flow Chart of Professional Sequence Courses - Industrial Technology and Management

Hard prerequisites are shown in BOLD





**General Education Requirements**

Required Courses	Course Title FSU Prerequisites Shown in Parentheses ( )	GRCC Equivalent Courses	FSU S.H.	Grade
<b>Communication Competence—12 Semester Hours Required</b>				
COMM 121	Fundamentals of Public Speaking	SC 135	3	
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Directed Elective	Advanced Writing – ENGL 311 or 325 (ENGL 211 or 250)	FSU class	3	
<b>Scientific Understanding—7 Semester Hours Required</b>				
PHYS 211	Introduction to Physics 1 (MATH 115)	PH 125	4	
Science Elective	Non-lab Science Elective - Select one approved course from the following areas: Astronomy, Biology, Chemistry, Geology, Physical Science, or Physics	GRCC	3	
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PSYC 150	Introduction to Psychology [REG met]	PY 201	3	
Directed Elective		GRCC	3	
**Social Awareness		GRCC	3	
<b>Minimum of 41 General Education Hours Required for FSU B.A.S. Degree</b>				

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NAME: \_\_\_\_\_ STUD.#: \_\_\_\_\_ DATE: \_\_\_\_\_ ADVISOR: \_\_\_\_\_

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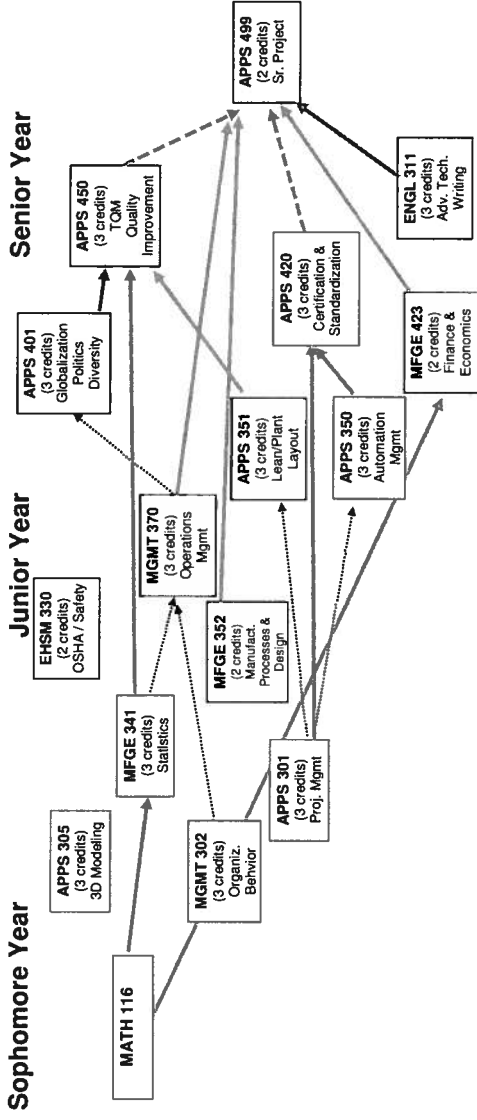
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# General Flow Chart of Professional Sequence Courses - Industrial Technology and Management

Hard prerequisites are shown in BOLD



**MODIFY COURSE**  
**Course Data Entry Form**

**FORM F**

**Modify Course**  
Rev. 07/23/07

**I. ACTION TO BE TAKEN: MODIFY AN EXISTING COURSE**

Notes:

- 1. Complete all parts of Sections I and II; complete only those items in Section III that represent changes.
- 2. If either prefix or number is being changed, use 'Delete Course' and 'Create New Course' forms rather than this form.

a. List the changes to be made (See Proposed Changes a through p below): Prerequisite Changes

b. Term Effective (6 digit code only): 200908 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. CURRENT:** Include information that is in the current course database.

a. Course Prefix APPS      b. Number 420      c. Enter Contact Hours per week in boxes.  
LECTure       LAB       INDependent Study – Check (x)   
Practicum:       Seminar:

d. Course Title: Manufacturing Certification & Standardization

**III. PROPOSED CHANGES:** Complete only those boxes that represent proposed changes identified in Section I. Leave all other spaces blank.

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

d. Course Title:  (Limit to 30 characters/spaces.)

e. College Code:       f. Department Code:

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

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

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

n. Term(s) Offered:  (See instructions for listing.)    o. Max. Section Enrollment:

p. Prerequisites/Co-requisites/Restrictions: Limited to 100 spaces. APPS 301, APPS 350, Senior Status

UCO Chair Signature/Date: [Signature] 1/27/09

Academic Affairs Approval Signature/Date: [Signature] 1/27/09

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 \_\_\_

**MODIFY COURSE**  
**Course Data Entry Form**

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Rev. 07/23/07

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b. Term Effective (6 digit code only): 200908 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. CURRENT:** Include information that is in the current course database.

a. Course Prefix APPS      b. Number 450      c. Enter Contact Hours per week in boxes.  
LECTure       LAB       INDEpendent Study – Check (x)   
Practicum:       Seminar:

d. Course Title: Manufacturing Improvement Management

**III. PROPOSED CHANGES:** Complete only those boxes that represent proposed changes identified in Section I. Leave all other spaces blank.

a. Course Prefix       b. Number       c. Enter Contact Hours per week in boxes.  
LECTure       LAB       INDEpendent Study – Check (x)   
Practicum:       Seminar:

d. Course Title:  (Limit to 30 characters/spaces.)

e. College Code:       f. Department Code:

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

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

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


n. Term(s) Offered:  (See instructions for listing.)      o. Max. Section Enrollment:

p. Prerequisites/Co-requisites/Restrictions: Limited to 100 spaces. MFGE 341, APPS 351, APPS 401

UCR Chair Signature/Date:

 1/27/09

Academic Affairs Approval Signature/Date:

 1/27/09

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 \_\_\_

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**Course Data Entry Form**

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**Rev. 07/23/07**

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a. List the changes to be made (See Proposed Changes a through p below): Title Change & Prerequisite Changes

b. Term Effective (6 digit code only): 200908 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. CURRENT:** Include information that is in the current course database.

a. Course Prefix APPS      b. Number 499      c. Enter Contact Hours per week in boxes.  
LECTure       LAB       INDEpendent Study – Check (x)   
Practicum:       Seminar:

d. Course Title: Applied Science Capstone

**III. PROPOSED CHANGES:** Complete only those boxes that represent proposed changes identified in Section I. Leave all other spaces blank.

a. Course Prefix       b. Number       c. Enter Contact Hours per week in boxes.  
LECTure       LAB       INDEpendent Study – Check (x)   
Practicum:       Seminar:

d. Course Title: Sr. Project Capstone (Limit to 30 characters/spaces.)

e. College Code:       f. Department Code:

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

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

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

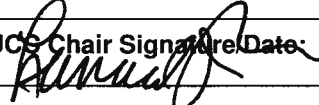
k. Levels: Check (x)  Undergraduate     Graduate     Professional

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

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

n. Term(s) Offered:  (See instructions for listing.)      o. Max. Section Enrollment:

p. Prerequisites/Co-requisites/Restrictions: Limited to 100 spaces. (ENGL 311 or ENGL 325), MFGE 352, MFGE 423, MGMT 370

UCS Chair Signature/Date:  1/27/09

Academic Affairs Approval Signature/Date: \_\_\_\_\_ / /

To be completed by Academic Affairs Office: - Standard & Measures Coding and General Education Code  
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(Please print)

Responding Department: Management

Chair/Head/Coordinator: Dr. David Steenstra Date Returned: \_\_\_\_\_

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