

Revised 7/23/07

PROPOSAL SUMMARY AND ROUTING FORM

Proposal Title: COAS 490: BIS Capstone

Initiating Unit or Individual:

Contact Person's Name: Roxanne Cullen e-mail: cullenr@ferris.edu phone: X2713

Date or Term of Proposal Implementation:

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 or Academic Unit Faculty	<i>Roxanne Cullen</i>	6/17/09	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Department Faculty	na		<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Department Head	na		<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
College Curriculum Committee			<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Dean	<i>Mark [Signature]</i>	6/11/09	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
University Curriculum Committee			<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Senate			<input type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> Not Support
Academic Affairs	<i>Donald [Signature]</i>	2/10/09	<input checked="" type="checkbox"/> Support <input type="checkbox"/> Support with Concerns <input type="checkbox"/> 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)
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1. Proposal Summary

The Academic Program Review Panel recommended that a single capstone experience be developed for the BIS degree. Currently, the program coordinator identifies capstone experience for each individual based upon the discipline concentration within the individual's self-designed program of study. COAS 490 is an experimental course aimed at meeting the capstone experience for all BIS students.

2. Summary of All Course Action Required*

a. Newly Created Courses to FSU:

Prefix	Number	Title
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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
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d. Addition of existing FSU courses to program

Prefix	Number	Title
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e. Removal of existing FSU courses from program

Prefix	Number	Title
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3. Summary of All Consultations

Form Sent (B or C)	Date Sent	Responding Dept.	Date Received & by Whom
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4. Will External Accreditation be Sought? (For new programs or certificates only)

_____ **Yes** _____ **No**

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

5. Program Checksheets affected by this proposal.

NEW COURSE INFORMATION FORM

See Sample – Limit to Two Pages Please

Course Identification:

Prefix: COAS Number: 490 Title : BIS Capstone

Course Description:

This course serves as the culminating experience for the Bachelors of Integrative Study program. Students will prepare a portfolio demonstrating their various competencies including, but not limited to, competency in required associates, minors, and/or concentrations as well as communication competence, critical thinking, performance, visual media and /or written expression. Design of portfolio is open but must include a minimum of 25 pages of persuasive writing including critical reflection on the interplay of individual competencies and skill sets that distinguishes them as knowledgeable and innovative. The course is designed as a two credit experience that is repeated once for credit.

Course Outcomes and Assessment Plan:

Upon successful completion of this course students will be able to:

- Articulate an understanding of the portfolio worker and 21st century workforce challenges as demonstrated by written course assignments and portfolio**
- Demonstrate competencies in specified subject areas (associates; minors; concentrations) as demonstrated in portfolio**
- Explain the relevance of chosen competency areas to career goals as demonstrated by written course assignments and portfolio.**
- Persuade others of their knowledge and abilities as demonstrated through presentation of portfolio**
- Demonstrate ability to critically assess strengths and weaknesses of others' work as demonstrated by peer assessment of portfolio presentations**
- Demonstrate audience awareness and communication competency through peer assessment of portfolio presentations; self assessment of portfolio; and portfolio presentation**

Course Outline including Time Allocation:

Introduction to 21st century workforce demands: The Portfolio Worker	300 min.
Portfolio Design Options	150 min.
Portfolio Plan Proposal	300 min.
Portfolio Development	800 min.
Presentation of Portfolios	300 min.
Peer Assessment of Portfolios	300 min.

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

a. Course Prefix: COAS b. Number: 490 c. Enter Contact Hours per week in boxes.
LECTure 3 LAB INDEpendent Study – Check (x)
Practicum: Seminar:

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

e. College Code: CAS f. Department Code: na
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 Yes x No

k. Levels: Check (x) 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 Yes x No

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

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

This course serves as the culminating experience for the Bachelors of Integrative Study program. Students will prepare a portfolio demonstrating their various competencies including, but not limited to, competency in required associates, minors, and/or concentrations as well as communication competence, critical thinking, performance, visual media and /or written expression. Design of portfolio is open but must include a minimum of 25 pages of persuasive writing including critical reflection on the interplay of individual competencies and skill sets that distinguishes themselves as knowledgeable and innovative.

p. Term(s) Offered: fall 09 (See instructions for listing.) q. Max. Section Enrollment: 25

r. Prerequisites/Co-requisites/Restrictions: (If none, leave blank.) Limited to 100 spaces. Permission of BIS program coordinator .

UCC Chair Signature/Date: _____ / /

Academic Affairs Approval Signature/Date:
 2/15/09

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 __

College of Arts and Sciences

July 1, 2009

**TO: Don Flickinger, Associate Vice President of Academic Affairs
Meral Topcu, Chair, College Curriculum Committee**

FR: Matthew A. Klein, Dean *MAK*

RE: COAS 490 – BIS Capstone

Enclosed for your information is the proposal for COAS 490 – BIS Capstone which I have approved to be offered Fall 2009 by the Arts and Sciences Dean's Office.

Thank you.

**Cc: Reinhold Hill
Valerie Greenfield**

