

## Attachment 2

### Academic Affairs

#### Consent Agenda Supplemental Information - Curriculum Proposals

Faculty Senate meeting – April 9, 2019 Meeting

*In order by College, not by the Curriculum Agenda*

<https://kstate.curriculog.com/agenda:676/form>

## Agriculture

### Dairy Science Certificate (new)

**RATIONALE:** The dairy science certificate allows students to develop and demonstrate expertise specifically in dairy production, which is unique from meat animal industries in both management and product flow. Many of our peer institutions offer dairy science majors, and this allows our program to address that need without developing a separate major.

**IMPACT:** No impact to any other college or department.

#### **Purpose**

The dairy science certificate is proposed as a mechanism for students with a dairy interest to easily identify courses relevant to a career in the dairy industry and to recognize students who complete 20 credits of this coursework. We anticipate that this will aid us in recruiting dairy students and help us to provide well-trained students for the growing dairy industry.

#### **Justification and Need for the Certificate**

For many decades, KSU had a Dairy Science Department that offered a degree in dairy science. This degree was eliminated when departments were merged into Animal Sciences and Industry. Although similar mergers have occurred in many land-grant institutions, some departments have maintained separate degrees in dairy science. This has been a competitive disadvantage for KSU in recruiting dairy students. Whether or not these programs have substantively better dairy science course offerings than KSU, many students perceive value in a degree in dairy science rather than animal science.

It is not practical to consider offering a separate degree in dairy science at this point, but we believe that some of these students could be drawn to KSU simply by offering a dairy science certificate. This program helps us to clearly communicate the substantial number of relevant courses offered here and provides students with a mechanism to leave KSU with strong dairy education, which may help them to find their first job in the dairy industry.

This new certificate is particularly relevant today. Milk production in Kansas has grown by 28% in the last 5 years alone, and has more than doubled in the last 25 years. Likewise, milk processing capacity in the state has increased by several-fold in the past 8 years. Today, the dairy industry contributes an estimated \$1.27 billion annually to the Kansas economy. The growth in dairy production and processing is primarily being driven by large organizations that

are interested in hiring management trainees from KSU. Through new internship programs as well this certificate program, we are working to address the labor needs that have been communicated by the dairy industry in the state.

## Requirements

Kansas State University

2020 Catalog

### Dairy Science Certificate

The certificate program requires the completion of a minimum of 20 credits of dairy science courses, focusing primarily on dairy cattle management. Students may choose to complete the Certification Program concurrent with the pursuit of a degree in any of the eight colleges at Kansas State.

#### Core Courses (14-17 Credit hours)

- AGEC 308- Farm and Ranch Management **Credit: 3**
- or ACCTG 231- Accounting for Business Operations **Credits: 3**
- ASI 396- Dairy Cattle Judging **Credits: 2**
- ASI 400- Farm Animal Reproduction **Credits: 3**
- ASI 621- Dairy Cattle Management **Credits: 3**
- ASI 680- Ruminant Nutrition **Credits: 1**
- ASI 681- Dairy Cattle Nutrition **Credits: 1**
- ASI 685- Stored Forage Systems **Credits: 1**
- Credit for at least one of the following experiential learning courses (maximum of 3 credits; dairy-related)
  - ASI 561- Undergraduate Research in Animal Sciences and Industry **Credits: 0-3**
  - ASI 599- Animal Science Internship **Credits: 1-3**
  - ASI 661- Animal Sciences and Industry Problems (example: Dairy Challenge) **Credits: 0-3**

#### Electives (3-6 credits to reach 20 credits total)

- AGEC 420- Commodity Futures **Credits: 3**
- AGRON 550- Forage Management and Utilization **Credits: 3**
- AGRON 551- Forage Management and Utilization Laboratory **Credits: 1**
- ASI 106- Dairy/Poultry Lab **Credits: 1**
- ASI 405- Fundamentals of Milk Processing **Credits: 3**
- ASI 420- Advanced Dairy Cattle Judging **Credits: 1**
- ASI 510- Animal Breeding Principles **Credits: 3**
- ASI 512- Bovine Reproductive Technologies **Credits: 2**
- ASI 540- Principles of Animal Disease Control **Credits: 3**
- ASI 601- Endocrinology and Lactation **Credits: 3**
- ASI 608- Dairy Foods Processing and Technology **Credits: 3**
- ASI 655- Behavior of Domestic Animals **Credits: 3**
- ASI 662- Special Topics in Animal Science (must be dairy-related) **Credits: 0-6**
- ASI 682- Formulation of Livestock and Poultry Diets **Credits: 1**

#### Required Prerequisite Courses

Students are expected to meet all prerequisites for the courses listed or have consent of the instructor to waive a requirement. Prerequisite courses do not count toward the total hours for the certificate program.

- AGEC 120- Agricultural Economics and Agribusiness **Credits: 3**
- ASI 102- Principles of Animal Science **Credits: 3**
- ASI 318- Fundamental of Nutrition **Credits: 3**
- ASI 320- Principles of Feeding **Credits: 3**
- BIOL 198- Principles of Biology **Credits: 4**
- CHM 110- General Chemistry **Credits 3**

To receive the certificate students must have a cumulative GPA of 2.0 in the 20 required credit hours. Course(s) from junior college and/or technical school programs will not be applied toward the certificate unless the course(s) are equivalent to a K-State course(s).

**Desired Outcomes:** Upon completion of the certificate program, students will be able to:

- Describe modern dairy practices and incorporate new scientific research and application of technology.
- Expand their core competencies in dairy production and management
- Understand the complexities of the growing dairy industry in Kansas and the U.S.
- Document completion of coursework in the field of dairy

### **Assessment Procedures**

- Experiential learning opportunities will be tracked every semester to assess if students are increasing in knowledge of current dairy management practices. Experiential learning will include a combination of hands-on laboratory exercises, undergraduate research and internships in the dairy industry.
- Students will be assessed at the completion of the certificate to measure the level of mastery within courses comparative to the department Student Learning Outcomes.
- Students who complete either dairy research or dairy internships will be evaluated by the faculty mentor or, in the case of internship, the employer.
- Students who participate in a national contest called the Dairy Challenge are evaluated during those events by industry professionals.
- Two years after graduation alumni will be asked to complete an additional survey. Results will be compared to their senior survey and assess any changes needed in the requirements.

### **Budget Support and Resource Implications**

We do not anticipate the need for additional resources for this certificate. Completion of the certificate will not require the creation of any new courses and relies on existing course offerings. The certificate has the potential to increase enrollment in dairy-related courses and therefore has the potential to increase tuition and course fee revenue for the department. Furthermore the creation of the certificate should be a valuable recruitment tool for both in-state and out-of-state students with a dairy interest. The certificate will help prepare students to meet the ever-increasing work-force needs of a growing Kansas dairy industry.

### **Internal Approval**

The department of Animal Sciences and Industry approved the certificate during a faculty meeting in the fall of 2018. Please find the attached letter of approval from Dr. Evan Titgemeyer, Interim Head and Dr. Ernie Minton, Interim Dean.

### **Admissions Procedures**

The certificate will be administered and managed by the Department of Animal Sciences since a majority of the required courses come from this department. We currently offer certificates in Meats, Feedlot Management, Ranch Management and Equine Science which are all managed by the department. This certificate is only available to degree seeking K-State students.

January 11, 2019

Memorandum: Dairy Science Certificate

The Department of Animal Sciences and Industry (ASI) in the College of Agriculture proposes to initiate a certificate program in dairy science. The purpose of this program is two-fold: first, to enable dairy-oriented students to demonstrate their focused expertise on this topic, and secondly, to provide a clearer path for students to prepare for the growing number of jobs in the dairy industry in Kansas.

The dairy science certificate does not introduce any new courses, but simply provides a mechanism for students to document an emphasis in dairy-related courses. It is similar to existing certificates offered in ASI for beef cattle ranch management, feedlot management, equine science, and meat science. We do not anticipate the new certificate having any impact on other departments, but that it should promote increased enrollment in our dairy courses. We expect approximately 5 to 10 students to complete the certificate annually at first, with growth over the next 5 years.

We look forward to better serving our dairy students and industry with this new certificate program.

Dr. Evan Titgemeyer  
Interim Head  
Dept. Animal Sciences and Industry

Dr. Ernie Minton  
Interim Dean  
College of Agriculture

## Arts and Sciences

### **Certificate in Film Studies (new)**

**RATIONALE:** Writing in the *New York Review of Books* in 2013, filmmaker Martin Scorsese observed, “We’re face to face with images all the time in a way that we never have been before. And that’s why I believe we need to stress visual literacy in our schools. Young people need to understand that not all images are there to be consumed like fast food and then forgotten—we need to educate them to understand the difference between moving images that engage their humanity and their intelligence, and moving images that are just selling them something.”

Indeed, we are increasingly negotiating life through a screen. However, the bombardment of images does not make us more visually sophisticated, or even more technically competent. As screen images become easier to consume and easier to create, we risk losing our powers of

discernment. At the same time, demand for professionals who can harness the power of the moving image, who understand the elements of narrative, light, cinematography, and sound, continues to rise.

At Kansas State, we have several departments in the College of Arts and Sciences that have been offering courses designed to teach different aspects of film:

- In Anthropology, Sociology, and Social Work, students analyze and practice telling cultural narratives in digital environments.
- In Art, students learn the aesthetic principles of composition, light, harmony, and tension.
- In English, students learn film analysis with an emphasis on a film's narrative structure, its historical and cultural context, and its influence, through a long-standing, popular course in the art of adaptation, courses in film, and recently added courses on television.
- In Journalism and Mass Communications, students can study film production techniques including camera operation, editing, digital assembly, and audio for visual storytelling.
- In Modern Languages, students take courses in rich cinematic global traditions.
- In Theatre, students can take courses in screenplay writing that highlight the rigors of storytelling as well as courses in screen acting.

A certificate in Film Studies will organize and recognize students' progress in the field and make visible the breadth of courses available.

The certificate in Film Studies will prepare Kansas State students for a wide range of professions. It will also help create a campus culture that celebrates creativity and interpretation. A critical mass of students and faculty who are actively discussing film in terms of production and cultural artifact will enhance our understanding of the contributions of diverse artists (including groundbreaking African American filmmakers Oscar Micheaux, Gordon Parks, and Kevin Wilmott—all native Kansans), as well as representations of race, class and gender in the media. Finally, a certificate in Film Studies will build upon strengths of existing programs and encourage a productive, vibrant community – citizens who, as Scorsese urges, understand the power of moving images “to engage their humanity and their intelligence.”

This certificate will fill a critical gap in the K-State curriculum while requiring no new resources for its launch.

As shown in Appendix A, K-State is behind its Big 12 peer institutions as well as its 2025 aspirational peer institutions in offering an undergraduate curriculum centered on film. A certificate in Film Studies will help fill this gap and address demonstrated interest from current and prospective students.

At the moment, students take courses in film production, either through the Department of Journalism or the Department of Art, and courses in film analysis through English, Theatre, or Modern Languages. No clear progression unites these courses, nor does any program point the student toward a well-rounded education in production and analysis.

Current student enrollments in K-State's film-related courses show students are already seeking out these educational opportunities. Further, conversations with academic advisors, faculty members, current students, and prospective students all indicate a high level of interest in a certificate in Film Studies.

Even without a certificate or degree requirement, enrollments in courses in the College of Arts and Sciences offering film production or analysis range from 129-154 students per semester, including students in ART 621, ENGL 220, ENGL 335, and THRE 630 (see Appendix B, Enrollments in Arts & Sciences Film Courses, Fall 2016-Fall 2017). Faculty teaching these courses have reported a desire on their students' part to continue studying film. A certificate program could direct these students as well as document their course of study.

Interest in a film program can be gauged from the participation in the recent 48-Hour Film Festival (see Appendix C). At the March 29, 2018 kick-off event, 135 students were present to receive their instructions on producing a narrative film in 48 hours. Two days later, 12 entries were submitted, each an original, edited film running from two to seven minutes in length. More students joined these teams over the course of film production. Over 200 students attended the screening and awards ceremony on April 5. The contest was run with corporate sponsorship and over \$8,000 worth of donated high-quality film equipment was given to the winning teams.

### **Career Preparation**

A certificate in film studies can prepare a student who seeks to pursue a career in industrial and commercial film making, advertising, film criticism, entertainment, television journalism, documentary, and academics. As Kansas public schools are expanding their film production capacities, and have few teachers who know how to teach filmmaking, a secondary education student with a certificate in film studies would enhance her employment prospects. The certificate builds on a strength of our Department of Journalism and Mass Communications, which has several recent award-winning alumni in video (see Appendix D). For students pursuing education in the sciences, the certificate promotes the objectives of the Kansas Science Communication Initiative (KSCI), particularly Objective 5: "To create opportunities and avenues for researchers and media producers to engage and produce effective content for mass communication channels."

### **Impact statement:**

Letters of support attached from Matthew Gaynor, Art (19 Oct. 2018); Nikhil Moro, Director, JMC (14 Oct. 2018); Derek Hillard, Modern Languages (19 Oct. 2018); Jeffrey Ward, Music, Theatre, Dance (15 Oct. 2018); Gerad Middendorf, Sociology, Anthropology, and Social Work (15 Oct. 2018); David Proctor, Communication Studies (15 Oct. 2018); Debbie Mercer, College of Education (15 Oct. 2018).

### **Proposed Certificate Requirements**

The certificate requires a minimum of 12 hours at or above the 100 level that are passed with a C or better for 2.5 GPA or higher. Courses cannot be taken pass/fail.

Students must complete a minimum of 4 different courses from three categories:

- 3 hours from Core 1 (Production)
- 3 hours from Core 2 (Analysis)
- 6 additional hours from Electives. Students cannot earn duplicate credit for courses for Core 1 and Core 2 in electives. For example, if a student takes MC 385 to fulfill credit for Core 1, MC 385 CANNOT count also as an elective course.

#### Core 1: Production

Student must take 3 credit hours from the following:

ANTH 715 Research Methods in Digital Ethnography (3)  
 ART 621 Advanced Concepts in Lens Based Media (3)  
 MC 190 - 193 Foundations in Audio or Video Production (1 credit each)  
 MC 301 Introduction to Audio and Video (3)

#### Core 2: Interpretation

Student must take one course at 3 credit hours from one of the following:

ENGL 220 Fiction into Film (3)  
 ENGL 335 Film (3)  
 THRE 235 Introduction to the Art of Film (3) [in process of being approved]  
 THRE 630 Topics: Film (3)

#### Electives

Students must take a minimum of 2 3-credit hour courses of the following:

AMETH 560 Top/Amer Ethnic Study: Misrepresented in Media (3)  
 AMETH 560 Topics: Film (3)  
 ANTH 715 Research Methods in Digital Ethnography (3)  
 ART 395 Introduction to Digital Photography (3)  
 ART 563 Intermediate Photography (3)  
 ART 568 Alternative Processes in Photography (3)  
 ART 621 Advance Concepts in Lens Based Media (3)  
 ART 623 Advanced Concepts in Digital/ Experimental Media (3)  
 ENGL 220 Fiction into Film (3)  
 ENGL 335 Film (3)  
 ENGL 420 Topics in Film (3)  
 ENGL 740 Studies in Literary Theory, when offered as “Film Theory” (3)  
 ENGL 745 Studies in Cultural Studies, when offered as “Film” (3)  
 FREN 512 Cinema (3)  
 FREN 519 Topics in Cinema (3)  
 GRMN 515 Topic: Cinema (3)  
 GWSS 350 Gender in American Film (3)  
 MC 110 Mass Communication in Society (3)  
 MC 190 - 193 Foundations in Audio or Video Production (1 credit each)  
 MC 301 Introduction to Audio and Video (3)  
 MC 331 Digital Photography (3)  
 MC 385 Media Practicum - Top/Video (1)  
 MC 469 Drone Photography and Video (3)  
 MC 466 Law of Mass Communication (3)  
 MC 471 Advanced Production (Audio and Video) (3)  
 MC 572 Media Ethics (3)  
 MC 612 Gender, Class, Race, and the Media (3)  
 SOCIO 500 Contemporary Issues Topic: Sociology through Film (3)  
 SPAN 768 Hispanic Cinema - Top/ Span American Cinema (3)  
 THRE 235 Introduction to the Art of Film (3) [in process of being approved]



THTRE 280 Script Analysis (3)  
THTRE 565 Principles of Directing (3)  
THTRE 630 Topics: Film (3)  
THTRE 630 Topics: Acting for the Camera (3)

## **Certificate in Linguistics (new)**

### **Rationale:**

Linguistics is the scientific study of human language. Students in this highly interdisciplinary field learn to utilize a range of investigative techniques to gain insight into how language works and what linguistic systems reveal about the human condition. The 15 hour linguistics certificate is designed to meet the needs of those K-State undergraduate students who demonstrate an interest in the scientific study of language, as well as those for whom work in linguistics would assist in career planning or advancement, including, but not limited to, those interested in pursuing a career in the fields of education, anthropology, communication sciences and disorders, modern languages, psychology, computer sciences, neurology, philosophy, and sociology.<sup>[1]</sup>

### Purpose

The purpose of the certificate is to encourage students who are majoring in allied fields to gain expertise in the scientific study of language, to acknowledge students who have demonstrated competence in course work pertaining to linguistic study, and to guide students through a coherent plan of study that will provide those interested in linguistics with the skills necessary to analyze language data from a variety of perspectives. Students who participate in the certificate will be required to take one course in each of the following categories: Foundations of Linguistics, Historical Linguistics, Language and Society, Language Structure and Use, and general electives, to ensure that students engage with a variety of subdisciplines within the field of linguistics. Through this plan of study students will gain insight into how the human mind processes language, gain skills to identify patterns and structure within naturally occurring language, explore the link between language and culture (including issues of language diversity and change), and use scientific methods to identify the role of language in educational contexts. They will also discover how language reflects unique characteristics of humanity by connecting linguistic structure with the expression of meaning in communication.

### Demonstrated need and demand

This certificate will fill a critical gap in the curriculum offered at K-State while requiring no new resources. Currently, with the exception of Texas Christian University, every institution in the Big XII offers a minor and/or a major in linguistics, and all but two of our peer institutions offer a minor in linguistics. Even as such programs are widespread within the Big XII conference and peer institutions, university students within Kansas have limited opportunities to pursue a degree in linguistics. With the exception of the University of Kansas and Wichita State University, no other state institution offers a degree program in linguistics (see Appendix 1). The widespread availability of linguistics courses, majors, and minors within Big XII conference schools and

peer institutions reflects a growing demand for scholars who are capable of analyzing naturally occurring and elicited language data,<sup>[2]</sup> leading to job opportunities within a wide array of industries.<sup>[3]</sup>

We have located 25-30 courses that address topics in linguistics and applied language studies that are already offered at KSU in various academic units (e.g. departments in Arts and Sciences: English, Modern Languages, Philosophy, Sociology, Anthropology, and Social Work; departments in Education: Curriculum and Instructions, and School of Family Studies and Human Services: Communication Sciences and Disorders). The demand for such coursework is evident in that these courses hold broad appeal and sustain regular enrollment. Additionally, stakeholders in several of these departments have expressed interest in offering such a certificate to their students, including SASW and Modern Languages (See Appendix 4 for letters of support). Such demand is further evident in individual student inquiries into opportunities to study linguistics at K-State. In the past year, over six undergraduate students have participated in undergraduate linguistics research projects, all of whom express interest in the certificate, and five additional students have independently sought information regarding degree programs in linguistics at K-State despite the fact that such a program currently does not exist. Thus, support for the program is evident at both the student and faculty level.

Although coursework in linguistics is currently offered at K-State, unlike our peer institutions there is no unifying curriculum that connects linguistics coursework. Indeed, relevant courses are located in over six distinct departments. A lack of a coherent program leads to patchwork pursuit of linguistic studies as students must arrange their course of study without guidance or a recommended plan of study. This certificate will offer students a clear and informed path of study thus improving the experience of those pursuing the study of linguistics at K-State.

Finally, the addition of a linguistics certificate will address K-State 2025 goals by contributing to “a connected, diverse, empowered, engaged, participatory culture of learning and excellence that promotes undergraduate student success and prepares students for their professional, community, social, and personal lives” in two ways: First, as K-State aligns our curriculum options with Big XII peers, we improve our ability to competitively recruit high quality students. Second, the program of study emphasizes student success by preparing students to navigate diverse linguistic ecologies, improving the opportunity for success in “professional, community, social, and personal” contexts by teaching students to recognize the context-dependent nature of language interactions.

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<sup>[1]</sup> See <https://linguistics.osu.edu/undergrad/careers> for additional information about careers that benefit from training in linguistics.

<sup>[2]</sup> See Golden, Daniel (2000, May 30). “No Longer Just Eggheads, Linguists Leap to the Net.” *The Wall Street Journal*

<sup>[3]</sup> See <http://cola.unh.edu/linguistics/career-planning> for a list of industries and specific companies that routinely hire individuals with linguistics training.

**Impact Statement:** See attached letters (in Curriculog) from SASW, Philosophy, Modern Languages, College of Education, and College of Human Ecology.

## **Proposed Certificate Requirements**

The certificate requires 15 hours at or above the 200 level that are passed with a C or better with an overall average of 2.5 GPA or higher. Courses cannot be taken pass/fail. As part of the certificate, students must take one class in each of the following four categories: Foundations of Linguistics, Historical Linguistics, Language and Society, and Language Structure and Use. Students may then choose to fulfill their remaining credit requirements through general electives listed below or any additional courses from the core categories. Classes that fulfill these requirements are listed below.

### Division of Course Names

15 total hours. 1 course required from each of the four core components: Foundations of Linguistics, Historical Linguistics, Language and Society, and Language Structure and Use.

#### **Foundations in Linguistics**

ENGL 430 Fall, Spring, 3 credit hours  
MLANG 600 Fall, 3 credit hours  
SPAN 580 (in Spanish) Spring, 3 credit hours

#### *Additional options*

ANTH 220 3 credit hours  
GRMN 528 (in German) 3 credit hours

#### **Historical Linguistics**

ENGL 490 Fall, Spring, or ENGL 790, Fall, Spring, Summer, 3 credit hours  
SPAN 776 (in Spanish) Spring, 3 credit hours  
GRMN 728 (in German) Every third Spring, 3 credit hours

#### **Language and Society**

ENGL 476 Fall, Spring, 3 credit hours  
ENGL 757 Fall, Spring, Summer, 3 credit hours

#### *Additional Options*

ENGL 603 Fall, alternate years, 3 credit hours  
ANTH 328 3 credit hours  
ANTH 525 Fall, Spring, 3 credit hours  
EDCI 731 Fall, summer 3 credit hours

#### **Language Structure and Use**

SPAN 670 (in Spanish) Fall, Spring, Summer 3 credit hours  
GRMN 528 Fall, or 720 (in German) Fall, Spring 3 credit hours

#### *Additional Options*

CSD 347 (CSD students only) Fall, 3 credit hours  
CSD 515 (CSD students only) Fall, 3 credit hours

PHILO 320 Fall, 3 credit hours  
 PHILO 625 Fall or Spring, in alternate years, 3 credit hours

**Electives/ Ancillary Courses with Linguistics Content**

ENGL 435 Fall, Spring, 3 credit hours  
 ANTH 528 3 credit hours  
 ANTH 720 3 credit hours  
 CSD 442 (CSD students only) Fall, 3 credit hours  
 CSD 446 (CSD students only) Spring, 3 credit hours  
 MLANG 770 Spring, 3 credit hours  
 MLANG 779 Fall, 3 credit hours

**Business Administration**

**Business Core (change)**

[http://catalog.k-state.edu/preview\\_program.php?catoid=42&poid=13939&returnto=7451](http://catalog.k-state.edu/preview_program.php?catoid=42&poid=13939&returnto=7451)

**Rationale:** The College of Business had a major change in their undergraduate degree program in Fall 2011. One of the changes was a new graduation requirement that would require students to earn a minimum of a 2.5 cumulative GPA in the Business Core component of the degree requirements.

The new requirement was meant to be one of the ways in which the college measures the learning objectives of the program. Following several years of experience with this requirement, we find that it is not an important indicator of achieving the learning objectives for our program and the college has moved to a more comprehensive system for monitoring students learning objectives that covers this objective.

Also at this time we are removing the statement \*Note: Both accounting courses must be taken at K-State or must be taken elsewhere to obtain credit. Consult with your academic advisor or check the K-State transfer equivalencies web page for complete information. This is being removed because of the changes on how accounting courses transfer implemented by the Kansas Board of Regents.

**Impact:** Change may impact other colleges who are advising potential business students. We cannot specify an exact college or department but they should be aware of change.

<p><b>Business Core courses (30 credit hours)</b></p> <p>Students must earn a minimum 2.5 grade point average in the business core courses in order to graduate.</p> <p>*Note: Both accounting courses must be taken at K-State or must be taken elsewhere to obtain credit. Consult with your academic advisor or check the K-State transfer</p>	<p><b>Business Core courses (30 credit hours)</b></p> <p><del>Students must earn a minimum 2.5 grade point average in the business core courses in order to graduate.</del></p> <p><del>*Note: Both accounting courses must be taken at K-State or must be taken elsewhere to obtain credit. Consult with your academic advisor or check the K-State transfer</del></p>
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<p>equivalencies <a href="#">web page</a> for complete information.</p> <p><b>Courses</b></p> <hr/> <ul style="list-style-type: none"> <li>• <del>*</del>ACCTG 231 - Accounting for Business Operations <b>Credits: 3</b></li> <li>• <del>*</del>ACCTG 241 - Accounting for Investing and Financing <b>Credits: 3</b></li> <li>• FINAN 450 - Principles of Finance <b>Credits: 3</b></li> <li>• GENBA 105 - Business Orientation <b>Credits: 0</b></li> <li>• GENBA 110 - Business Foundations <b>Credits: 3</b></li> <li>• GENBA 166 - Business Information Technology Skills Proficiency <b>Credits: 0</b></li> <li>• MANGT 366 - Information Technology for Business <b>Credits: 3</b></li> <li>• or</li> <li>• MIS 366 - Info Tech for Business <b>Credits: 3</b></li> <li>• MANGT 420 - Principles of Management <b>Credits: 3</b></li> <li>• MANGT 421 - Introduction to Operations Management <b>Credits: 3</b></li> <li>• MANGT 595 - Business Strategy <b>Credits: 3</b></li> <li>• MANGT 596 - Business Ethics and Corporate Citizenship <b>Credits: 3</b></li> <li>• MKTG 400 - Introduction to Marketing <b>Credits: 3</b></li> </ul>	<p>equivalencies <del><a href="#">web page</a></del> for complete information.</p> <p><b>Courses</b></p> <hr/> <ul style="list-style-type: none"> <li>• ACCTG 231 - Accounting for Business Operations <b>Credits: 3</b></li> <li>• ACCTG 241 - Accounting for Investing and Financing <b>Credits: 3</b></li> <li>• FINAN 450 - Principles of Finance <b>Credits: 3</b></li> <li>• GENBA 105 - Business Orientation <b>Credits: 0</b></li> <li>• GENBA 110 - Business Foundations <b>Credits: 3</b></li> <li>• GENBA 166 - Business Information Technology Skills Proficiency <b>Credits: 0</b></li> <li>• MANGT 366 - Information Technology for Business <b>Credits: 3</b></li> <li>• or</li> <li>• MIS 366 - Info Tech for Business <b>Credits: 3</b></li> <li>• MANGT 420 - Principles of Management <b>Credits: 3</b></li> <li>• MANGT 421 - Introduction to Operations Management <b>Credits: 3</b></li> <li>• MANGT 595 - Business Strategy <b>Credits: 3</b></li> <li>• MANGT 596 - Business Ethics and Corporate Citizenship <b>Credits: 3</b></li> <li>• MKTG 400 - Introduction to Marketing <b>Credits: 3</b></li> </ul>
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### **Business of Sports and Entertainment Certificate (change)**

[http://catalog.k-state.edu/preview\\_program.php?catoid=42&poid=14026&returnto=7428](http://catalog.k-state.edu/preview_program.php?catoid=42&poid=14026&returnto=7428)

**Rationale:** We are adding two new courses to the elective list for the Business of Sports and Entertainment Undergraduate Certificate. Students can choose one but not both. The rationale for each class follows:

**MC 490 - Topic/Sports and Strategic Communications. Credits: (3)** Sports is a major pastime in the United States and plays a major role in establishing civic identities at the local, state and national level. Strategic communication is a major catalyst in promoting and engraining sports teams and programs in our culture and this course provides that grounding for future advertising and public relations professionals.

**MC 490 - Topic/Entertainment and Strategic Communications. Credits: (3)** A growing area of strategic communications is in the field of entertainment, as advertising and public relations strategies are used to promote events, programs and products. This class thus provides a unique study of the entertainment industry and allows a unique specialization in a growing field.

*These courses will be taught as MC 490 Topics in Journalism and Mass Communications until the actual course numbers are approved for each by the College of Arts and Sciences.*

**Impact:** The A.Q. Miller School of Journalism and Mass Communication are impacted by this proposal and they endorse it as follows: The A.Q. Miller School of Journalism and Mass Communications endorses the Business of Sports and Entertainment certificate program’s adoption of two JMC classes as elective choices.

<p><b>Business of Sports and Entertainment Certificate</b></p> <hr/> <p><b>Required Courses (9 credit hours)</b></p> <hr/> <ul style="list-style-type: none"> <li>• MKTG 625 - Entertainment Marketing <b>Credits: 3</b></li> <li>• MKTG 630 - Sports Marketing <b>Credits: 3</b></li> <li>• ECON 524 - Sports Economics <b>Credits: 3</b></li> </ul> <p><b>Elective Courses (6 credit hours)</b></p> <hr/> <p>Choose two of the following:</p> <ul style="list-style-type: none"> <li>• HM 463 - Business Event Coordination <b>Credits: 3</b></li> <li>• MKTG 495 - Marketing Internship <b>Credits: 0-3</b></li> <li>• MKTG 542 - Fundamentals of Professional Selling <b>Credits: 3</b></li> <li>• MANGT 630 - Sports Management <b>Credits: 3</b></li> </ul>	<p><b>Business of Sports and Entertainment Certificate</b></p> <hr/> <p><b>Required Courses (9 credit hours)</b></p> <hr/> <ul style="list-style-type: none"> <li>• MKTG 625 - Entertainment Marketing <b>Credits: 3</b></li> <li>• MKTG 630 - Sports Marketing <b>Credits: 3</b></li> <li>• ECON 524 - Sports Economics <b>Credits: 3</b></li> </ul> <p><b>Elective Courses (6 credit hours)</b></p> <hr/> <p>Choose two of the following:</p> <ul style="list-style-type: none"> <li>• HM 463 - Business Event Coordination <b>Credits: 3</b></li> <li>• MKTG 495 - Marketing Internship <b>Credits: 0-3</b></li> <li>• MKTG 542 - Fundamentals of Professional Selling <b>Credits: 3</b></li> <li>• MANGT 630 - Sports Management <b>Credits: 3</b></li> <li>• <u>MC 490 – Topic/Entertainment and Strategic Communication <b>Credits: 3</b></u></li> </ul>
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<p><b>Total hours required: 15</b></p>	<p><u>or</u></p> <ul style="list-style-type: none"> <li>• <u>MC 490 – Topic/Sports and Strategic Communications Credits: 3</u></li> </ul> <p><b>Total hours required: 15</b></p>
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### **Management Minor (new)**

**Rationale:** The proposed management minor is targeted toward non-business and non-management business majors. Students in many academic disciplines need management and supervisory skills in order to advance in their chosen profession. Students will learn how to apply management concepts and principles to improve services, products, and operations within organizations across a wide array of industries.

The proposed minor is flexible by design. Students will take the introductory management course (if not already counted toward a business major), plus entry-level courses in organizational behavior (how to motivate and lead people) and human resources (personnel systems and tools). The other two (three for non-management business majors) courses may be drawn from a multidisciplinary list of options, allowing students to incorporate an emphasis in the area of management (e.g., human resources, organizational behavior, operations management, sports management, international management, or business law) that best meets their needs.

**Impact (i.e. if this impacts another unit) – Statement should include the date when the head of a unit was contacted, and the response or lack of:** Since all courses listed for the minor in management are College of Business courses – no units outside the college will be impacted.

### **Management Minor**

The management minor is targeted toward non-business and non-management business majors. Students in many academic disciplines need management and supervisory skills in order to advance in their chosen profession. Students will learn how to apply management concepts and principles to improve services, products, and operations within organizations across a wide array of industries.

The minor is flexible by design. Non-business students will take the introductory management course, plus four courses drawn from a multidisciplinary list of options, allowing students to incorporate an emphasis in the area of management (e.g., human resources, organizational behavior, operations management, sports management, international management, or business law) that best meets their needs. Non-management business students take two entry-level courses in organizational behavior (how to motivate and lead people) and human resources (personnel systems and tools). The other three elective courses come from the above areas that best meets their needs.

The minor consists of 15 credit hours. Management majors are not allowed to complete the management minor.

At least three of the five courses must be completed at Kansas State University. Prior permission is required from the College of Business Administration to take a class at another institution. Prerequisites and requisites associated with the management courses must be followed. The minor will be awarded upon or after being awarded a baccalaureate degree and students must earn a minimum 2.50 KSU cumulative GPA across all five courses to graduate with the minor.

### **Required Course(s) 3 or 6 hours**

#### **Non-Business Majors Required Course (3 Hours)**

- MANGT 420 Principles of Management **Credits:** (3)

#### **Non-Management Majors Required Courses (6 Hours)**

- MANGT 520 Organizational Management **Credits:** (3)  
and
- MANGT 531 Human Resource Management **Credits:** (3)

**AND**

### **Management Electives 12 or 9 hours**

#### **Non-Business Majors. Choose 4 courses from list below (12 hours):**

- MANGT 421 Introduction to Operations Management **Credits:** (3)
- MANGT 520 Organizational Management **Credits:** (3)
- MANGT 522 Operations Planning and Control **Credits:** (3)
- MANGT 530 Industrial and Labor Relations Credits: (3)
- *Proposal in Curriculog to change name to MANGT 530 Labor Relations and Negotiations Eff. Fall 2019*
- MANGT 531 Human Resource Management **Credits:** (3)
- MANGT 535 Employment Law **Credits:** (3)
- MANGT 541 Management of Quality **Credits:** (3)
- MANGT 550 Organizational Training and Development **Credits:** (3)
- MANGT 560 Management of Diversity in the Workplace **Credits:** (3)
- *Proposal in Curriculog to change name to MANGT 560 Managing for Diversity and Inclusion in the Workplace Eff. Fall 2019*
- MANGT 590 International Management **Credits:** (3)
- MANGT 630 Sports Management **Credits:** (3)
- MANGT 653 Business Project Management **Credits:** (3)

#### **Non-Management Majors. Choose 3 courses from list below (9 hours):**

- MANGT 421 Introduction to Operations Management **Credits:** (3)
- MANGT 522 Operations Planning and Control **Credits:** (3)
- MANGT 530 Industrial and Labor Relations Credits: (3)  
*Proposal in Curriculog to change name to MANGT 530 Labor Relations and Negotiations Eff. Fall 2019*
- MANGT 535 Employment Law **Credits:** (3)
- MANGT 541 Management of Quality **Credits:** (3)



- MANGT 550 Organizational Training and Development **Credits:** (3)
- MANGT 560 Management of Diversity in the Workplace **Credits:** (3)  
*Proposal in Curriculog to change name to MANGT 560 Managing for Diversity and Inclusion in the Workplace Eff. Fall 2019*
- MANGT 590 International Management **Credits:** (3)
- MANGT 630 Sports Management **Credits:** (3)
- MANGT 653 Business Project Management **Credits:** (3)

**15 credit hours**

# Human Ecology

## **Family Studies and Human Services (B.S.)**

Rationale: The intent of this proposal is to correct the change in line with the original intent of a degree program in Family Studies and Human Services with three plans: Communication Sciences and Disorders, Early Childhood Education, and Human Development and Family Science. The degree program name was formally Family Studies and Human Services with three plans within it: Communication Sciences and Disorders, Early Childhood Education, and Family Studies and Human Services. When a curriculum change was submitted to change the Family Studies and Human Services plan to Human Development and Family Science, the degree program was also inadvertently changed to Human Development and Family Science.

**Degree Type/Name:** BS in Family Studies and Human Services

**Degree Code:** H8

**Plans** under BS in Family Studies and Human Services:

<u>Plan</u>	<u>Degree Code</u>
BCSD	H8
BECE	H8
BHDFC	H8

Impact Statement: No curriculum is changing. The only change is to correct the degree name from Human Development and Family Science to Family Studies and Human Services and make the clarification of the three plans more clear. Minor grammatical corrections are also made in each plan description.

<p>Communication Sciences and Disorders (B.S.)</p> <p>The goal of the <b>program in</b> communication sciences and disorders is to educate professionals who are competent to help children and adults with communicative problems of speech, hearing, and language. The undergraduate program provides the foundation for the MS program <b>in communication sciences and disorders</b>, which is accredited by the Council on Academic Accreditation and meets the current requirements in speech language pathology for the Certificate of Clinical Competence of the American Speech–Language–Hearing Association. Determination of the student’s program of study and the completion</p>	<p><u>Bachelor of Science in Family Studies and Human Services with a major in Communication Sciences and Disorders</u></p> <p>The goal of the communication sciences and disorders <b>major</b> is to educate professionals who are competent to help children and adults with communicative problems of speech, hearing, and language. The undergraduate program provides the foundation for the MS program, which is accredited by the Council on Academic Accreditation and meets the current requirements in speech language pathology for the Certificate of Clinical Competence of the American Speech–Language–Hearing Association. Determination of the student’s program of study and the completion of all</p>
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<p>of all requirements for certification are the responsibility of the student and the advisor.</p> <p>Enrollment in the following specified professional courses requires CSD major, completion of 57 credit hours, and an overall 3.0 GPA, including both K-State and KSIS-credited transfer coursework.</p> <p>Students participate in observations of a variety of disorders and age groups in the KSU Speech and Hearing Center. Students may, on invitation of the faculty, participate in a supervised direct clinical experience at the KSU Speech and Hearing Center.</p> <p>Bachelor's degree requirements General requirements (34-35 credit hours) Communications (8-9 credit hours) COMM 105 - Public Speaking IA Credits: 2 or COMM 106 - Public Speaking I Credits: 3 ENGL 100 - Expository Writing I Credits: 3 ENGL 200 - Expository Writing II Credits: 3 Humanities electives (6 credit hours) (Only a course of 3 credits or more will apply.)</p> <p>Select from college-approved list.</p> <p>Social sciences (6 credit hours) ECON 110 - Principles of Macroeconomics Credits: 3 PSYCH 110 - General Psychology Credits: 3 Natural and Physical Sciences (7 credit hours) One course must be taken from each area; one course must include a laboratory.</p> <p>Biological science electives BIOL 198 - Principles of Biology Credits: 4</p> <p>AND</p> <p>Physical science electives PHYS 101 - The Physical World Credits: 3 PHYS 103 - The Physical World Laboratory Credits: 1 or CHM 110 - General Chemistry Credits: 3 CHM 111 - General Chemistry Laboratory Credits: 1 Quantitative studies (6 credit hours) MATH 100 - College Algebra Credits: 3 or a college-level calculus course STAT 325 - Introduction to Statistics Credits: 3 Integrative Human Ecology Course (1 credit hour) GNHE 210 - Foundations of Human Ecology Credits: 1 Professional Studies (65 credit hours) (Grades of C or higher required)</p>	<p>requirements for certification are the responsibility of the student and the advisor.</p> <p>Enrollment in the following specified professional courses requires CSD major, completion of 57 credit hours, and an overall 3.0 GPA, including both K-State and KSIS-credited transfer coursework.</p> <p>Students participate in observations of a variety of disorders and age groups in the KSU Speech and Hearing Center. Students may, on invitation of the faculty, participate in a supervised direct clinical experience at the KSU Speech and Hearing Center.</p> <p>Bachelor's degree requirements General requirements (34-35 credit hours) Communications (8-9 credit hours) COMM 105 - Public Speaking IA Credits: 2 or COMM 106 - Public Speaking I Credits: 3 ENGL 100 - Expository Writing I Credits: 3 ENGL 200 - Expository Writing II Credits: 3 Humanities electives (6 credit hours) (Only a course of 3 credits or more will apply.)</p> <p>Select from college-approved list.</p> <p>Social sciences (6 credit hours) ECON 110 - Principles of Macroeconomics Credits: 3 PSYCH 110 - General Psychology Credits: 3 Natural and Physical Sciences (7 credit hours) One course must be taken from each area; one course must include a laboratory.</p> <p>Biological science electives BIOL 198 - Principles of Biology Credits: 4</p> <p>AND</p> <p>Physical science electives PHYS 101 - The Physical World Credits: 3 PHYS 103 - The Physical World Laboratory Credits: 1 or CHM 110 - General Chemistry Credits: 3 CHM 111 - General Chemistry Laboratory Credits: 1 Quantitative studies (6 credit hours) MATH 100 - College Algebra Credits: 3 or a college-level calculus course STAT 325 - Introduction to Statistics Credits: 3 Integrative Human Ecology Course (1 credit hour) GNHE 210 - Foundations of Human Ecology Credits: 1 Professional Studies (65 credit hours)</p>
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<p>Professional courses (42 credit hours)  HDFS 110 - Introduction to Human Development Credits: 3  HDFS 301 - The Helping Relationship Credits: 3  or  ECED 420 - Interaction Techniques with Young Children Credits: 3  ECED 310 - Early Childhood Credits: 3  CSD 347 - Introduction to Phonetics Credits: 3  CSD 360 - Anatomy of the Speech Mechanism Credits: 4  CSD 361 - Hearing Science Credits: 3  CSD 442 - Developmental Psycholinguistics Credits: 3  CSD 443 - Language Assessment and Intervention I Credits: 3  CSD 446 - Disorders of Articulation and Phonology Credits: 4  CSD 515 - Laboratory in Acoustic Phonetics Credits: 1  CSD 549 - Clinical Procedures in Communication Disorders Credits: 3  CSD 560 - Clinical Research in Communication Sciences and Disorders Credits: 3  CSD 567 - Basic Audiology Credits: 3  Select one of the following courses  COMM 120 - Introduction to Human Communication Credits: 3  COMM 320 - Theories of Human Communication Credits: 3  COMM 322 - Interpersonal Communication Credits: 3  COMM 323 - Nonverbal Communication Credits: 3  COMM 480 - Intercultural Communication Credits: 3  Professional electives (23 credit hours)  ANTH 220 - Introduction to Linguistic Anthropology Credits: 3  ANTH 280 - Introduction to Biological Anthropology Credits: 4  ANTH 525 - Language and Culture Credits: 3  BIOL 330 - Public Health Biology Credits: 3  CNRES 531 - Core Conflict Resolution Credits: 3  CNRES 532 - Conflict Resolution across Cultures &amp; Contexts Credits: 3  CSD 343 - Communication Sciences and Disorders Credits: 3  CSD 591 - Undergraduate Topics in Communication Sciences and Disorders Credits: 0-3  EDSP 415 - Manual Communications I Credits: 3  EDSP 500 - Introduction to Human Exceptionality Credits: 3  EDSP 615 - Manual Communications Credits: 3  FNDH 132 - Basic Nutrition Credits: 3  FNDH 352 - Personal Wellness Credits: 3  FNDH 718 - Physical Health and Aging Credits: 3  HDFS 350 - Family Relationships and Gender Roles Credits: 3  HDFS 506 - Middle Childhood and Adolescence Credits: 3</p>	<p>(Grades of C or higher required)</p> <p>Professional courses (42 credit hours)  HDFS 110 - Introduction to Human Development Credits: 3  HDFS 301 - The Helping Relationship Credits: 3  or  ECED 420 - Interaction Techniques with Young Children Credits: 3  ECED 310 - Early Childhood Credits: 3  CSD 347 - Introduction to Phonetics Credits: 3  CSD 360 - Anatomy of the Speech Mechanism Credits: 4  CSD 361 - Hearing Science Credits: 3  CSD 442 - Developmental Psycholinguistics Credits: 3  CSD 443 - Language Assessment and Intervention I Credits: 3  CSD 446 - Disorders of Articulation and Phonology Credits: 4  CSD 515 - Laboratory in Acoustic Phonetics Credits: 1  CSD 549 - Clinical Procedures in Communication Disorders Credits: 3  CSD 560 - Clinical Research in Communication Sciences and Disorders Credits: 3  CSD 567 - Basic Audiology Credits: 3  Select one of the following courses  COMM 120 - Introduction to Human Communication Credits: 3  COMM 320 - Theories of Human Communication Credits: 3  COMM 322 - Interpersonal Communication Credits: 3  COMM 323 - Nonverbal Communication Credits: 3  COMM 480 - Intercultural Communication Credits: 3  Professional electives (23 credit hours)  ANTH 220 - Introduction to Linguistic Anthropology Credits: 3  ANTH 280 - Introduction to Biological Anthropology Credits: 4  ANTH 525 - Language and Culture Credits: 3  BIOL 330 - Public Health Biology Credits: 3  CNRES 531 - Core Conflict Resolution Credits: 3  CNRES 532 - Conflict Resolution across Cultures &amp; Contexts Credits: 3  CSD 343 - Communication Sciences and Disorders Credits: 3  CSD 591 - Undergraduate Topics in Communication Sciences and Disorders Credits: 0-3  EDSP 415 - Manual Communications I Credits: 3  EDSP 500 - Introduction to Human Exceptionality Credits: 3  EDSP 615 - Manual Communications Credits: 3  FNDH 132 - Basic Nutrition Credits: 3  FNDH 352 - Personal Wellness Credits: 3  FNDH 718 - Physical Health and Aging Credits: 3  HDFS 350 - Family Relationships and Gender Roles Credits: 3</p>
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HDFS 510 - Human Development and Aging Credits: 3  
 HDFS 550 - Family Theory & Science Credits: 3  
 GERON 315 - Introduction to Gerontology Credits: 3  
 GERON 620 - Problems in Gerontology Credits: 1-3  
 MUSIC 510 - A Survey of Music Therapy Credits: 3  
 PSYCH 202 - Drugs and Behavior Credits: 3  
 PSYCH 280 - Psychology of Childhood and Adolescence Credits: 3  
 PSYCH 470 - Psychobiology Credits: 3  
 PSYCH 505 - Abnormal Psychology Credits: 3  
 PSYCH 518 - Introduction to Health Psychology Credits: 3  
 PSYCH 535 - Social Psychology Credits: 3  
 PSYCH 540 - Psychology of Women Credits: 3  
 PSYCH 630 - Human Neuropsychology Credits: 3  
 PSYCH 650 - Psychology of Language Credits: 3  
 PSYCH 715 - Psychology of Aging Credits: 3  
 THTRE 664 - Creative Drama Credits: 3  
 THTRE 665 - Drama Therapy with Special Populations Credits: 3  
 A modern languages course  
 A course that deals with world cultures  
 Unrestricted electives (20-21 credit hours)

Total hours required for graduation (120)

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### Early Childhood Education (B.S.)

**This program** is for students who wish to work in birth through kindergarten education programs in administrative or teaching positions, including work with parents and community resources as well as with young children.

#### **Bachelor's degree requirements**

##### **Practicum courses**

Before participating in practicum courses involving contact with children, students must undergo a physical examination, including a tuberculosis test, at their own expense. Students must not have any physical or mental conditions that would interfere with the health, safety, or welfare of children.

Students will be screened by the Kansas Department of Health and Environment for criminal and child abuse histories (through the Kansas Bureau of Investigation and Kansas Department for Children and Family Services). Students with questionable histories, as determined by the Kansas Department of Health and Environment, will be dropped from the early childhood education program.

HDFS 506 - Middle Childhood and Adolescence Credits: 3  
 HDFS 510 - Human Development and Aging Credits: 3  
 HDFS 550 - Family Theory & Science Credits: 3  
 GERON 315 - Introduction to Gerontology Credits: 3  
 GERON 620 - Problems in Gerontology Credits: 1-3  
 MUSIC 510 - A Survey of Music Therapy Credits: 3  
 PSYCH 202 - Drugs and Behavior Credits: 3  
 PSYCH 280 - Psychology of Childhood and Adolescence Credits: 3  
 PSYCH 470 - Psychobiology Credits: 3  
 PSYCH 505 - Abnormal Psychology Credits: 3  
 PSYCH 518 - Introduction to Health Psychology Credits: 3  
 PSYCH 535 - Social Psychology Credits: 3  
 PSYCH 540 - Psychology of Women Credits: 3  
 PSYCH 630 - Human Neuropsychology Credits: 3  
 PSYCH 650 - Psychology of Language Credits: 3  
 PSYCH 715 - Psychology of Aging Credits: 3  
 THTRE 664 - Creative Drama Credits: 3  
 THTRE 665 - Drama Therapy with Special Populations Credits: 3  
 A modern languages course  
 A course that deals with world cultures  
 Unrestricted electives (20-21 credit hours)

Total hours required for graduation (120)

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### Bachelor of Science in Family Studies and Human Services with a major in Early Childhood Education

**The Early Childhood Education major** is for students who wish to work in birth through kindergarten education programs in administrative or teaching positions, including work with parents and community resources as well as with young children.

#### **Bachelor's degree requirements**

##### **Practicum courses**

Before participating in practicum courses involving contact with children, students must undergo a physical examination, including a tuberculosis test, at their own expense. Students must not have any physical or mental conditions that would interfere with the health, safety, or welfare of children.

Students will be screened by the Kansas Department of Health and Environment for criminal and child abuse histories (through the Kansas Bureau of Investigation and Kansas Department for Children and Family Services). Students with questionable histories, as determined by the Kansas Department of Health

**Student teaching**

Enrollment in student teaching is by permission only. Student teaching may not be taken until the student has obtained full admission into teacher education and has completed ECED 543, 544, 553, 554, 555.

**General requirements (43-44 credit hours)****Communications (8-9 credit hours)**

(Grades of "C" or higher required.)

COMM 105 - Public Speaking IA Credits: 2  
or

COMM 106 - Public Speaking I Credits: 3  
ENGL 100 - Expository Writing I Credits: 3  
ENGL 200 - Expository Writing II Credits: 3

**Social sciences (12 credit hours)**

ECON 110 - Principles of Macroeconomics Credits: 3  
PSYCH 110 - General Psychology Credits: 3  
SOCIO 211 - Introduction to Sociology Credits: 3  
\*\*Social Science Elective Credits: 3

**Humanities electives (6 credit hours)**

(Only a course of 3 credits or more will apply.)

Fine Arts Elective Credits: 3  
Literature Elective (except ENGL 545) Credits: 3

**Natural and physical sciences (7 credit hours)**

Biological sciences, physical sciences, and earth science (One course must include a laboratory.)

**Quantitative studies (6 credit hours)**

(Grades of "C" or higher required.)

MATH 100 - College Algebra Credits: 3  
or

a college-level calculus course  
STAT 325 - Introduction to Statistics Credits: 3

**Additional requirements (3 credit hours)**

Diversity elective Credits: 3

**Integrative Human Ecology course (1 credit hour)**

GNHE 210 - Foundations of Human Ecology Credits: 1

**Professional studies (76-77 credit hours)**

(Grades of C or higher required.)

**Professional courses (62 credit hours)**

(Teaching Field Courses—Grades of C or higher and an overall 2.75 GPA is required on all courses

and Environment, will be dropped from the early childhood education program.

**Student teaching**

Enrollment in student teaching is by permission only. Student teaching may not be taken until the student has obtained full admission into teacher education and has completed ECED 543, 544, 553, 554, 555.

**General requirements (43-44 credit hours)****Communications (8-9 credit hours)**

(Grades of "C" or higher required.)

COMM 105 - Public Speaking IA Credits: 2  
or

COMM 106 - Public Speaking I Credits: 3  
ENGL 100 - Expository Writing I Credits: 3  
ENGL 200 - Expository Writing II Credits: 3

**Social sciences (12 credit hours)**

ECON 110 - Principles of Macroeconomics Credits: 3  
PSYCH 110 - General Psychology Credits: 3  
SOCIO 211 - Introduction to Sociology Credits: 3  
\*\*Social Science Elective Credits: 3

**Humanities electives (6 credit hours)**

(Only a course of 3 credits or more will apply.)

Fine Arts Elective Credits: 3  
Literature Elective (except ENGL 545) Credits: 3

**Natural and physical sciences (7 credit hours)**

Biological sciences, physical sciences, and earth science (One course must include a laboratory.)

**Quantitative studies (6 credit hours)**

(Grades of "C" or higher required.)

MATH 100 - College Algebra Credits: 3  
or

a college-level calculus course  
STAT 325 - Introduction to Statistics Credits: 3

**Additional requirements (3 credit hours)**

Diversity elective Credits: 3

**Integrative Human Ecology course (1 credit hour)**

GNHE 210 - Foundations of Human Ecology Credits: 1

**Professional studies (76-77 credit hours)**

(Grades of C or higher required.)

**Professional courses (62 credit hours)**

applied to degree. GPA is calculated from K-State and transfer courses.)

HDFS 110 - Introduction to Human Development Credits: 3  
HDFS 350 - Family Relationships and Gender Roles Credits: 3  
ECED 310 - Early Childhood Credits: 3  
ECED 313 - Pre-Professional Experiences in Early Childhood Unified Credits: 1  
ECED 410 - Introduction to Early Childhood Education Credits: 3  
ECED 420 - Interaction Techniques with Young Children Credits: 3  
ECED 428 - Exceptional Development in Early Childhood Credits: 3  
ECED 466 - Language Development Credits: 3  
ECED 530 - Teaching & Learning in Early Childhood Education Credits: 3  
ECED 531 - Developmental Curriculum in Early Childhood Education Credits: 3  
ECED 543 - Reflective Practice: Infants and Toddlers Credits: 3  
ECED 544 - Reflective Practice: Preschoolers and Kindergartners Credits: 3  
ECED 553 - Early Childhood Practicum I: Infants and Toddlers Credits: 1  
ECED 554 - Early Childhood Practicum II: Preschoolers Credits: 1  
ECED 555 - Early Childhood Practicum III: Kindergartners Credits: 1  
ECED 556 - Early Childhood Practicum IV: Home Visiting Credits: 1  
ECED 566 - Emergent Literacy Credits: 3  
ECED 597 - Home, School, and Community Partnerships Credits: 3  
\* ECED 598 - Student Teaching in Early Childhood Unified Credits: 9  
ECED 728 - Assessment of Young Children Credits: 3  
ECED 797 – Home Visiting Programs for Young Children and Families Credits: 3  
EDSP 777 - Behavior Management Credits: 3

**Professional electives (14-15 credit hours)**  
(Grades of “C” or higher required.)

Any HDFS/ECED/CSD/PFP Course(s)  
ACCTG 231 - Accounting for Business Operations Credits: 3  
ACCTG 241 - Accounting for Investing and Financing Credits: 3  
AGEC 202 - Small Business Operations Credits: 3  
EDCI 318 - Educational Technology for Teaching and Learning Credits: 1  
EDSP 710 - Education of Exceptional Individuals Credits: 3

(Teaching Field Courses–Grades of C or higher and an overall 2.75 GPA is required on all courses applied to degree. GPA is calculated from K-State and transfer courses.)

HDFS 110 - Introduction to Human Development Credits: 3  
HDFS 350 - Family Relationships and Gender Roles Credits: 3  
ECED 310 - Early Childhood Credits: 3  
ECED 313 - Pre-Professional Experiences in Early Childhood Unified Credits: 1  
ECED 410 - Introduction to Early Childhood Education Credits: 3  
ECED 420 - Interaction Techniques with Young Children Credits: 3  
ECED 428 - Exceptional Development in Early Childhood Credits: 3  
ECED 466 - Language Development Credits: 3  
ECED 530 - Teaching & Learning in Early Childhood Education Credits: 3  
ECED 531 - Developmental Curriculum in Early Childhood Education Credits: 3  
ECED 543 - Reflective Practice: Infants and Toddlers Credits: 3  
ECED 544 - Reflective Practice: Preschoolers and Kindergartners Credits: 3  
ECED 553 - Early Childhood Practicum I: Infants and Toddlers Credits: 1  
ECED 554 - Early Childhood Practicum II: Preschoolers Credits: 1  
ECED 555 - Early Childhood Practicum III: Kindergartners Credits: 1  
ECED 556 - Early Childhood Practicum IV: Home Visiting Credits: 1  
ECED 566 - Emergent Literacy Credits: 3  
ECED 597 - Home, School, and Community Partnerships Credits: 3  
\* ECED 598 - Student Teaching in Early Childhood Unified Credits: 9  
ECED 728 - Assessment of Young Children Credits: 3  
ECED 797 – Home Visiting Programs for Young Children and Families Credits: 3  
EDSP 777 - Behavior Management Credits: 3

**Professional electives (14-15 credit hours)**  
(Grades of “C” or higher required.)

Any HDFS/ECED/CSD/PFP Course(s)  
ACCTG 231 - Accounting for Business Operations Credits: 3  
ACCTG 241 - Accounting for Investing and Financing Credits: 3  
AGEC 202 - Small Business Operations Credits: 3  
EDCI 318 - Educational Technology for Teaching and Learning Credits: 1

EDSP 723 - Characteristics of Cognitive Disorders Credits: 3  
EDSP 728 - Characteristics of Emotional and Behavioral Disorders Credits: 3  
MANGT 420 - Principles of Management Credits: 3  
MKTG 400 - Introduction to Marketing Credits: 3

**Notes**

\*First aid/CPR certification required before enrollment in ECED 598. This requirement can be met by successful completion of Red Cross or American Heart Association courses.

\*\*A 3 credit social science other than psychology is required for certification.

\*\*\*Literature for Adolescents may not be used as a literature elective.

Total hours required for graduation (120)

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Human Development and Family Science (B.S.)

The human development and family science ~~bachelor's degree program~~ at Kansas State University provides ~~undergraduate~~ students a strong foundation of coursework and experiences that will open doors for a variety of careers working with people of all ages in a variety of settings. ~~A degree in HDFS also prepares students for graduate or professional school. Our graduates are prepared to make a difference in the lives of individuals and families.~~

Students select an area of concentration or an internship as they build knowledge and experience for a career of service and helping others.

A wide variety of career opportunities are open to HDFS graduates in such areas as youth and 4-H development, extension, family services, mental health, elder care, student affairs, family intervention, nonprofit administration, faith-based organizations, the judicial system, and health care related

EDSP 710 - Education of Exceptional Individuals Credits: 3  
EDSP 723 - Characteristics of Cognitive Disorders Credits: 3  
EDSP 728 - Characteristics of Emotional and Behavioral Disorders Credits: 3  
MANGT 420 - Principles of Management Credits: 3  
MKTG 400 - Introduction to Marketing Credits: 3

**Notes**

\*First aid/CPR certification required before enrollment in ECED 598. This requirement can be met by successful completion of Red Cross or American Heart Association courses.

\*\*A 3 credit social science other than psychology is required for certification.

\*\*\*Literature for Adolescents may not be used as a literature elective.

Total hours required for graduation (120)

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Bachelor of Science in Family Studies and Human Services with a major in Human Development and Family Science

The human development and family science major provides students with a strong foundation of coursework and experiences that will open doors for a variety of careers working with people of all ages in a variety of settings.

Students select an area of concentration or an internship as they build knowledge and experience for a career of service and helping others.

A wide variety of career opportunities are open to HDFS graduates in such areas as youth and 4-H development, extension, family services, mental health, elder care, student affairs, family intervention, nonprofit administration, faith-based organizations, the judicial system, and health care related



<p>settings. HDFS graduates are well prepared for graduate and professional school.</p> <p>Graduates who have completed all of the degree requirements including the internship series are qualified to apply for the Provisional Certified Family Life Education (CFLE) designation administered by the National Council on Family Relations.</p> <p>Bachelor's degree requirements  General requirements (40-41 credit hours)  Communications (8-9 credit hours)  COMM 105 - Public Speaking IA Credits: 2  or  COMM 106 - Public Speaking I Credits: 3  ENGL 100 - Expository Writing I Credits: 3  ENGL 200 - Expository Writing II Credits: 3  Social sciences (12 credit hours)  ANTH 200 - Introduction to Cultural Anthropology Credits: 3  or  ANTH 204 - A General Education Introduction to Cultural Anthropology Credits: 3  ECON 110 - Principles of Macroeconomics Credits: 3  or  ECON 120 - Principles of Microeconomics Credits: 3  PSYCH 110 - General Psychology Credits: 3  SOCIO 211 - Introduction to Sociology Credits: 3  Humanities electives (6 credit hours)  Only a course of 3 credits or more will apply.</p> <p>Select from college approved list</p> <p>Natural and physical sciences (7 credit hours)  Life science elective and physical science elective (One course must be taken from each area; one course must include a laboratory.)</p> <p>Quantitative studies (6 credit hours)</p>	<p>settings. HDFS graduates are well prepared for graduate and professional school.</p> <p>Graduates who have completed all of the degree requirements including the internship series are qualified to apply for the Provisional Certified Family Life Education (CFLE) designation administered by the National Council on Family Relations.</p> <p>Bachelor's degree requirements  General requirements (40-41 credit hours)  Communications (8-9 credit hours)  COMM 105 - Public Speaking IA Credits: 2  or  COMM 106 - Public Speaking I Credits: 3  ENGL 100 - Expository Writing I Credits: 3  ENGL 200 - Expository Writing II Credits: 3  Social sciences (12 credit hours)  ANTH 200 - Introduction to Cultural Anthropology Credits: 3  or  ANTH 204 - A General Education Introduction to Cultural Anthropology Credits: 3  ECON 110 - Principles of Macroeconomics Credits: 3  or  ECON 120 - Principles of Microeconomics Credits: 3  PSYCH 110 - General Psychology Credits: 3  SOCIO 211 - Introduction to Sociology Credits: 3  Humanities electives (6 credit hours)  Only a course of 3 credits or more will apply.</p> <p>Select from college approved list</p> <p>Natural and physical sciences (7 credit hours)  Life science elective and physical science elective (One course must be taken from each area; one course must include a laboratory.)</p> <p>Quantitative studies (6 credit hours)</p>
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<p>Any introductory 300-level statistics course Credits: 3 MATH 100 - College Algebra Credits: 3 or</p> <p>A college-level calculus course Credits: 3 Integrative Human Ecology Course (1 credit hour) GNHE 210 - Foundations of Human Ecology Credits: 1 Professional studies (64 credit hours) (Grades of C or higher and credit in FSHS 102 required.)</p> <p>Professional HDFS courses (40 credit hours) ECED 310 - Early Childhood Credits: 3 HDFS 102 - Orientation to HDFS Credits: 1 HDFS 110 - Introduction to Human Development Credits: 3 HDFS 301 - The Helping Relationship Credits: 3 HDFS 302 - Introduction to Human Sexuality Credits: 3 HDFS 350 - Family Relationships and Gender Roles Credits: 3 HDFS 375 - Introduction to Research Methods in Human Development and Family Science Credits: 3 HDFS 506 - Middle Childhood and Adolescence Credits: 3 HDFS 510 - Human Development and Aging Credits: 3 HDFS 550 - Family Theory &amp; Science Credits: 3 HDFS 552 - Families and Diversity Credits: 3 HDFS 670 - Working with Parents Credits: 3 FNDH 132 - Basic Nutrition Credits: 3 or</p> <p>FNDH 352 - Personal Wellness Credits: 3 Choose from the following: PFP 105 - Introduction to Personal Financial Planning Credits: 3 or</p> <p>PFP 310 - Family and Consumer Economics Credits: 3 Professional Electives (24 credit hours)</p>	<p>Any introductory 300-level statistics course Credits: 3 MATH 100 - College Algebra Credits: 3 or</p> <p>A college-level calculus course Credits: 3 Integrative Human Ecology Course (1 credit hour) GNHE 210 - Foundations of Human Ecology Credits: 1 Professional studies (64 credit hours) (Grades of C or higher and credit in FSHS 102 required.)</p> <p>Professional HDFS courses (40 credit hours) ECED 310 - Early Childhood Credits: 3 HDFS 102 - Orientation to HDFS Credits: 1 HDFS 110 - Introduction to Human Development Credits: 3 HDFS 301 - The Helping Relationship Credits: 3 HDFS 302 - Introduction to Human Sexuality Credits: 3 HDFS 350 - Family Relationships and Gender Roles Credits: 3 HDFS 375 - Introduction to Research Methods in Human Development and Family Science Credits: 3 HDFS 506 - Middle Childhood and Adolescence Credits: 3 HDFS 510 - Human Development and Aging Credits: 3 HDFS 550 - Family Theory &amp; Science Credits: 3 HDFS 552 - Families and Diversity Credits: 3 HDFS 670 - Working with Parents Credits: 3 FNDH 132 - Basic Nutrition Credits: 3 or</p> <p>FNDH 352 - Personal Wellness Credits: 3 Choose from the following: PFP 105 - Introduction to Personal Financial Planning Credits: 3 or</p> <p>PFP 310 - Family and Consumer Economics Credits: 3 Professional Electives (24 credit hours)</p>
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<p>Select 12 credit hours in courses numbered 100 or higher from the following content areas: FSHS, HDFS, GNHE, Political Science, Psychology, Women's Studies, American Ethnic Studies, Gerontology, Leadership Studies, and courses from the Department of Anthropology, Sociology, and Social Work.</p> <p>Courses numbered 300 or higher from one content area listed above Credits: 9 and</p> <p>HDFS 590 - Professional Capstone in Human Development and Family Science Credits: 3 or</p> <p>HDFS 579 - Orientation to Human Development and Family Science Internship Credits: 1 HDFS 580 - Human Development Family Science Internship Credits: 8 HDFS 585 - Professional Seminar in Human Development and Family Science Credits: 3 Unrestricted electives (15-16 credit hours)</p> <p>Total hours required for graduation (120)</p>	<p>Select 12 credit hours in courses numbered 100 or higher from the following content areas: FSHS, HDFS, GNHE, Political Science, Psychology, Women's Studies, American Ethnic Studies, Gerontology, Leadership Studies, and courses from the Department of Anthropology, Sociology, and Social Work.</p> <p>Courses numbered 300 or higher from one content area listed above Credits: 9 and</p> <p>HDFS 590 - Professional Capstone in Human Development and Family Science Credits: 3 or</p> <p>HDFS 579 - Orientation to Human Development and Family Science Internship Credits: 1 HDFS 580 - Human Development Family Science Internship Credits: 8 HDFS 585 - Professional Seminar in Human Development and Family Science Credits: 3 Unrestricted electives (15-16 credit hours)</p> <p>Total hours required for graduation (120)</p>
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## Human Nutrition (B.S.)-Nutrition and Health (change)

**Rationale:** This decreases the physical sciences requirements to 4 credits by offering CHM 110 and CHM 111; OR CHM 210. FNDH 720 is added as a course option to the "choose 3 courses from the following" professional studies courses. Pre-nursing and pre-occupational therapy students have expressed interest in this degree, but their professional schools do not require as much chemistry as the current degree required. This does not require students to have prerequisites based upon completion of CHM 230 and CHM 350. Students desiring career paths with additional chemistry requirements, will be advised into a track that has them do so. These changes also increase the number of unrestricted electives, which aids students in transferring course credit hours, studying abroad, pursuing of other minors, majors etc. FNDH 554 has changed to FNDH 654, so this change has been made in the curricula.

**Impact Statement:** This impacts the chemistry department since it removes the CHM 230 and 350 as required courses. However, the hope is to attract different students to our program that typically had not been in our curriculum, in addition to the current type of students that we attract that take these courses, so that there would not be less students in those courses.

**From:** Daniel Higgins  
**Sent:** Thursday, January 10, 2019 1:07 PM  
**To:** Mark Haub  
**Subject:** Re: Proposed changes to under graduation curriculum

Hi Mark,

My own view is that anyone in nutrition (and likely kinesiology) needs some organic chemistry (CHM 350) - and some biochemistry for that matter. I think its a bad idea to eliminate these. I also think its very short sighted of the KBOR to require that even dual majors should be completed in 120 credit hours. But these issues are beyond what you were asking.

The loss of 5-10 students per semester in CHM 230 and CHM 350, and the possible shifting of a few from CHM 210 to CHM 110 and 111 will not have a big impact on our courses. Our department is opposed to these changes from the perspective of student preparation alone.

Dan

Daniel Higgins, PhD  
Professor and Head  
Dept. of Chemistry  
Kansas State University  
785-532-6371  
[higgins@ksu.edu](mailto:higgins@ksu.edu)

<p>Human Nutrition (B.S.)-Nutrition and Health</p> <p>The nutrition and health curriculum includes emphasis in health promotion, chronic disease prevention, human nutrition, and preparation for careers in healthcare. Graduates from this program may develop community programs to promote nutrition and good health; educate people about the relationship between diet and health; conduct research on the psychological, cultural, social, economic, and environmental issues related to nutrition and health; or work with special groups who are at risk for nutrition-related health problems, such as pregnant women, infants, and the elderly. Opportunities are available with local health departments, community wellness programs, the food industry, and agencies involved in international development. This program is, also, designed to develop our graduates to be competitive applicants for most accredited healthcare programs including (but not limited to):</p> <p>Physician Assistant Athletic Training/Physical Therapy Medicine</p>	<p>Human Nutrition (B.S.)-Nutrition and Health</p> <p>The nutrition and health curriculum includes emphasis in health promotion, chronic disease prevention, human nutrition, and preparation for careers in healthcare. Graduates from this program may develop community programs to promote nutrition and good health; educate people about the relationship between diet and health; conduct research on the psychological, cultural, social, economic, and environmental issues related to nutrition and health; or work with special groups who are at risk for nutrition-related health problems, such as pregnant women, infants, and the elderly. Opportunities are available with local health departments, community wellness programs, the food industry, and agencies involved in international development. This program is, also, designed to develop our graduates to be competitive applicants for most accredited healthcare programs including (but not limited to):</p> <p>Physician Assistant Athletic Training/Physical Therapy Medicine Nursing</p>
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<p>Nursing Occupational Therapy</p> <p>Bachelor's degree requirements</p> <p>General requirements (50–52 credit hours) (Grades of C or higher required.)</p> <p>Communications (8-9 credit hours)</p> <p>COMM 105 - Public Speaking IA Credits: 2 or COMM 106 - Public Speaking I Credits: 3 ENGL 100 - Expository Writing I Credits: 3 ENGL 200 - Expository Writing II Credits: 3</p> <p>Social Science (6 credit hours)</p> <p>ECON 110 - Principles of Macroeconomics Credits: 3 PSYCH 110 - General Psychology Credits: 3 or SOCIO 211 - Introduction to Sociology Credits: 3</p> <p>Humanities elective (6 credit hours) (Only a course of 3 credits or more will apply.)</p> <p>Natural and Physical Sciences (23 credit hours) <u>*(Include at least one course with a laboratory.)*</u></p> <p>Biological Science (12 credit hours)</p> <p>BIOL 198 - Principles of Biology Credits: 4 BIOL 341 - Human Body I Credits: 4 and BIOL 342 - Human Body II Credits: 4 or KIN 360 - Anatomy and Physiology Credits: 8</p> <p>Physical Sciences (11 credit hours)</p> <p>CHM 210 - Chemistry I Credits: 4 <u>CHM 230 - Chemistry II Credits: 4</u></p>	<p>Occupational Therapy</p> <p>Bachelor's degree requirements</p> <p>General requirements (43–45 credit hours) (Grades of C or higher required.)</p> <p>Communications (8-9 credit hours)</p> <p>COMM 105 - Public Speaking IA Credits: 2 or COMM 106 - Public Speaking I Credits: 3 ENGL 100 - Expository Writing I Credits: 3 ENGL 200 - Expository Writing II Credits: 3</p> <p>Social Science (6 credit hours)</p> <p>ECON 110 - Principles of Macroeconomics Credits: 3 PSYCH 110 - General Psychology Credits: 3 or SOCIO 211 - Introduction to Sociology Credits: 3</p> <p>Humanities elective (6 credit hours) (Only a course of 3 credits or more will apply.)</p> <p>Natural and Physical Sciences (16 credit hours)</p> <p>Biological Science (12 credit hours)</p> <p>BIOL 198 - Principles of Biology Credits: 4 BIOL 341 - Human Body I Credits: 4 and BIOL 342 - Human Body II Credits: 4 or KIN 360 - Anatomy and Physiology Credits: 8</p> <p>Physical Sciences (4 credit hours)</p> <p><u>CHM 110 - General Chemistry Credits: 3</u> <u>CHM 111 - General Chemistry Lab Credits: 1</u></p>
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CHM 350 – General Organic Chemistry  
Credits: 3

Quantitative Studies (6-7 credit hours)  
MATH 100 - College Algebra Credits: 3  
or  
MATH 220 - Analytic Geometry and  
Calculus I Credits: 4  
STAT 325 - Introduction to Statistics Credits:  
3

Integrative Human Ecology course (1 credit  
hour)  
GNHE 210 - Foundations of Human Ecology  
Credits: 1

Professional studies (30-32 credit hours)  
(Grades of C or higher required.)

FNDH 115 - Introduction to Health and  
Nutrition Professions Credits: 2  
FNDH 132 - Basic Nutrition Credits: 3  
FNDH 400 - Human Nutrition Credits: 3  
FNDH 413 - Science of Food Credits: 4  
FNDH 450 - Nutritional Assessment Credits:  
2  
FNDH 510 - Life Span Nutrition Credits: 2  
FNDH 575 - Research Methods and  
Scientific Communication in Health Sciences  
Credits: 3  
FNDH 600 - Public Health Nutrition Credits:  
3

Three courses from the following (8-9 credit  
hours):

FNDH 320 - Care and Prevention of Athletic  
Injuries Credits: 3  
FNDH 340 - Food and Health: Safety,  
Allergies and Intolerances Credits: 3  
FNDH 352 - Personal Wellness Credits: 3  
FNDH 553 - Pharmacology in Athletic  
Training Credits: 2

OR

CHM 210 - Chemistry I Credits: 4

Quantitative Studies (6-7 credit hours)  
MATH 100 - College Algebra Credits: 3  
or  
MATH 220 - Analytic Geometry and Calculus  
I Credits: 4  
STAT 325 - Introduction to Statistics Credits:  
3

Integrative Human Ecology course (1 credit  
hour)  
GNHE 210 - Foundations of Human Ecology  
Credits: 1

Professional studies (30-31 credit hours)  
(Grades of C or higher required.)

FNDH 115 - Introduction to Health and  
Nutrition Professions Credits: 2  
FNDH 132 - Basic Nutrition Credits: 3  
FNDH 400 - Human Nutrition Credits: 3  
FNDH 413 - Science of Food Credits: 4  
FNDH 450 - Nutritional Assessment Credits:  
2  
FNDH 510 - Life Span Nutrition Credits: 2  
FNDH 575 - Research Methods and Scientific  
Communication in Health Sciences Credits: 3  
FNDH 600 - Public Health Nutrition Credits:  
3

Three courses from the following (8-9 credit  
hours):

FNDH 320 - Care and Prevention of Athletic  
Injuries Credits: 3  
FNDH 340 - Food and Health: Safety,  
Allergies and Intolerances Credits: 3  
FNDH 352 - Personal Wellness Credits: 3  
FNDH 553 - Pharmacology in Athletic  
Training Credits: 2

<p>or  <u>FNDH 554 – General Medical Conditions in the Athlete Credits: 2</u>  FNDH 620 - Nutrient Metabolism Credits: 3  FNDH 631 - Clinical Nutrition I Credits: 3  FNDH 632 - Clinical Nutrition II Credits: 3  FNDH 635 - Nutrition and Exercise Credits: 3  3  Unrestricted electives (<u>36-40</u> credit hours)    Total credit hours required for graduation (120)</p>	<p>or  <u>FNDH 654 - Pathophysiology and Clinical Evaluation Credits: 3</u>  FNDH 620 - Nutrient Metabolism Credits: 3  FNDH 631 - Clinical Nutrition I Credits: 3  FNDH 632 - Clinical Nutrition II Credits: 3  FNDH 635 - Nutrition and Exercise Credits: 3  <u>FNDH 720 - Administration of Health Care Organizations: 3</u>  Unrestricted electives (<u>44-47</u> credit hours) a minimum of 9 unrestricted elective credits must be 300 level or above coursework.    Total credit hours required for graduation (120)</p>
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## Human Services Administration Graduate Certificate (New)

### School of Family Studies and Human Services (FSHS)

Contact Person(s): Melinda Markham, FSHS, 532-1942, [mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)

**Rationale:** This certificate program will provide an opportunity for individuals who are working in non-profit or public settings to advance their skills and competencies within their workplace. For students who wish to continue their graduate education and pursue a Master’s degree, the graduate certificate courses align with Master’s degree programs at Kansas State University, including Family Studies and Human Services and Public Administration.

**Impact (i.e. if this impacts another unit) – Statement should include the date when the head of a unit was contacted, and the response or lack of:** May impact Master’s of Public Administration and Public Administration Certificate – contacted Political Science Department at [polsci@ksu.edu](mailto:polsci@ksu.edu) on 10/8/18. Will upload response upon receipt.

Offered through the [School of Family Studies and Human Services](#), the Graduate Certificate in Human Services Administration provides students the skills and competencies needed to develop, implement, evaluate, and administer programs designed to enhance family and relationship health and well-being within non-profit or public settings. It is intended to meet the needs of individuals who seek introductory graduate training as well as those who have already earned a graduate degree, but who would benefit from academic study of human services administration in their current profession.

Course Requirements (12 Credits):

FSHS 801 - Grant Development and Management: (3)

FSHS 860 - Family Policy: (3)

FSHS 871 - Program Development and Administration: (3)

**OR**

FSHS 719 – Program Administration and Management (Global Campus): (3)

FSHS 893 - Program Evaluation in Human Services: (3)

**OR**

FSHS 714 - Program Design, Evaluation, and Implementation (Global Campus): (3)

- **Purpose**  
The purpose of the Human Services Administration Graduate Certificate is to provide individuals the skills and competencies needed to develop, implement, evaluate, and administer programs designed to enhance family and relationship health and well-being.
- **Evidence of demonstrated need or demand for proposed certificate**  
A market analysis conducted by EAB in 2017 indicates that human services administrators/managers are in demand. The Bureau of Labor Statistics projects above average growth from 2014 to 2024, including 10% employment growth for social and community service managers. EAB indicated that integrating staff management and finance coursework into the curriculum, in particular, will help meet employer demand. Packaging these courses together into a graduate certificate will help individuals gain the skills and competencies employers are seeking and fills a gap in current graduate certificate offerings at the university.
- **Admission requirements**  
Students wishing to pursue the certificate must apply for and meet the [admission requirements](#) laid out by the Graduate School and may do so at any time. Transferability of credits from other institutions will be evaluated on an individual basis and in accordance with K-State's Transfer Equivalency policy. A minimum of two-thirds of the required credit hours for the certificate must be completed at Kansas State University, per university policy. Graduate students currently enrolled in a degree program will apply directly to the coordinator of the graduate certificate program, using the standard Graduate School application form.
  - **External applicants** who are not applying for a graduate degree program must apply directly to the graduate certificate program. Upon approval by the program, the program coordinator will forward to the Graduate School a recommendation regarding admission as a non-degree student.
- **Course requirements** (12 credit hours)



- FSHS 801: Grant Development and Management
- FSHS 860: Family Policy
- FSHS 871: Program Development and Administration  
OR  
FSHS 719: Program Administration and Management (Global Campus)
- FSHS 893: Program Evaluation in Human Services  
OR  
FSHS 714: Program Design, Evaluation, and Implementation (Global Campus)

- **Desired outcomes**

The primary desired outcomes are: increased opportunities for learning skills and competencies necessary for those working in non-profit or public settings and increased engagement with Kansas State University. Some students, upon completion of this certificate, may pursue the Master's program in Family Studies and Human Services. This graduate certificate also complements other Master's degree programs offered at Kansas State University (e.g., Public Administration, Public Health, etc.), and may allow students to diversify their experiences and professional capabilities they gain while enrolled at K-State.

- **Assessment procedures**

The following Student Learning Outcomes will be assessed in the required courses in the graduate certificate program:

- Demonstrate the ability to recognize the administrative functions required of family program administrators and critically evaluate the responsibilities and competencies of administrators and staff.
- Demonstrate the ability to develop a fundable grant proposal.
- Identify well-informed evaluation strategies to determine program effectiveness.
- Demonstrate awareness of the family policy perspective including theoretical frameworks used to frame family policy, the legislative process, and the role of research in family policy.

Following the completion of the graduate certificate, students will complete an exit survey that will provide overall assessment data for the certificate.

- **Estimated budget and staff required**

The courses for this graduate certificate are already offered in person and three of the four courses are currently offered online. We will write a Global Campus proposal to provide funding for a faculty member to develop the online Family Policy course so the graduate certificate can be offered both online and in person. Global Campus fees will be used to pay for salary for a faculty member to teach the online section of Family Policy that is currently not offered.

- **Impact statement**

Other programs we need to contact for impact statement?

Master's of Public Administration and Public Administration Certificate

- i. Does the certificate lead to licensure?  
No
- ii. Is it free-standing or only available to degree-seeking K-State students?  
Free-standing
- iii. Degree code  
Graduate Certificate
- iv. Percentage of instructional content that is delivered by distance methods  
Currently 75%; will be 100%

- **Evidence of approval of their certificate program through internal academic channels**

This will be discussed at the FSHS Faculty Meeting on 10/12/18. Evidence of approval will be demonstrated through faculty votes after this meeting during the Department Faculty stage in Curriculog.

### **Assessment of Student Learning Plan**

Complete the following for each student learning outcome (*copy as many times as needed*)

**Student Learning Outcome:**

- Demonstrate the ability to recognize the administrative functions required of family program administrators and critically evaluate the responsibilities and competencies of administrators and staff.

**Assessment Measure(s):** (*must include at least one direct measure*)

The above SLO will be assessed using the Management Competency Report assignment in FSHS 871/FSHS 719.

**Assessment Timeline:** (*when, where, and how often the outcome will be measured*)

This SLO will be assessed in the FSHS 871/719 course each year the course is offered.

**Student Learning Outcome:**

- Demonstrate the ability to develop a fundable grant proposal.

**Assessment Measure(s):** (*must include at least one direct measure*)

The above SLO will be assessed using the Final Grant Proposal developed in the FSHS 801 course.

**Assessment Timeline:** (*when, where, and how often the outcome will be measured*)

This SLO will be assessed in the FSHS 801 course each year the course is offered.

**Student Learning Outcome:**

- Identify well-informed evaluation strategies to determine program effectiveness.

**Assessment Measure(s):** (*must include at least one direct measure*)

The above SLO will be assessed using the Program Evaluation Proposal Paper in the FSHS 893/714 courses.

**Assessment Timeline:** *(when, where, and how often the outcome will be measured)*

This SLO will be assessed in the FSHS 893/714 courses each year the course is offered.

**Student Learning Outcome:**

- Demonstrate awareness of the family policy perspective including theoretical frameworks used to frame family policy, the legislative process, and the role of research in family policy.

**Assessment Measure(s):** *(must include at least one direct measure)*

This SLO will be assessed using one of two assignments in the FSHS 860 course: a) Family Impact Checklist/Family Policy Analysis or b) Briefing Paper for Policymakers.

**Assessment Timeline:** *(when, where, and how often the outcome will be measured)*

This SLO will be assessed in the FSHS 860 course each year the course is offered.

Complete the following for the overall assessment plan

**Plan for Annual Faculty Review of Outcome Data:**

Annually, faculty will review the direct measure outcomes for FSHS 801, FSHS 860, FSHS 871/719, and FSHS 893/714 as well as the results from the exit survey.

Attach a Curricular/Assessment Matrix

<u>Student Learning Outcome</u>	<u>Direct Measurement</u>
<ul style="list-style-type: none"> <li>• Demonstrate the ability to recognize the administrative functions required of family program administrators and critically evaluate the responsibilities and competencies of administrators and staff.</li> </ul>	FSHS 871/719 Management Competency Report
<ul style="list-style-type: none"> <li>• Demonstrate the ability to develop a fundable grant proposal.</li> </ul>	FSHS 801 Final Grant Proposal
<ul style="list-style-type: none"> <li>• Identify well-informed evaluation strategies to determine program effectiveness.</li> </ul>	FSHS 893/714 Program Evaluation Proposal Paper
<ul style="list-style-type: none"> <li>• Demonstrate awareness of the family policy perspective including theoretical frameworks used to frame family policy, the legislative process, and the role of research in family policy.</li> </ul>	FSHS 860 Family Impact Checklist/Family Policy Analysis or Briefing Paper for Policymakers

## Personal Financial Planning (B.S.) (change)

**Rationale:** In reviewing our curriculum and required competencies we have determined we need to focus on financial planning related equations and uses of spreadsheets and plan to teach these skills within our PFP 305 course. These specific skills are not taught in the CIS 102/CMST108 course(s) and are no longer needed within our curriculum, so we are changing the associated credit hours to unrestricted electives. We are also requiring a “B” or better in PFP 305 and MATH 100 courses. Also making formatting corrections to remove the unrestricted electives listed in each track option.

These adjustments will remove unnecessary obstacles for students seeking to complete our new minors and certificate. We are balancing this by making small changes to the PFP major and minor curriculum to maintain competency requirements.

**Impact Statement:** CIS 102: Contacted Scott DeLoach, Department Head of Computer Science, on 12/11/18 regarding removal of CIS 102 as a required course. Scott DeLoach responded on 12/12/18 that they expect CIS 10x courses may not be offered within the next few years due to lack of demand. They are planning for this and it will not impact current planning in Computer Science.

Math 100: Andrew Bennett, Department Head of Mathematics was contacted on 12/11/2018 regarding removal of Math 100 prerequisite and grade requirement change. Dr. Bennett replied on 12/14/18 with concerns and does not support this change to reduce barriers and dropping the standards for the course and certificates in PFP, Financial Counseling and Insurance. (See attached email for detailed concerns.) Martin Seay, Program Director of Personal Financial Planning, requested further consideration on 12/18/2018. The PFP faculty have further considered Dr. Bennett’s concerns and have provided the following conclusion:

Math 100 was only added as a pre-requisite for PFP 305 in 2014 as a part of a larger shift to increase program standards. The largest component of this shift was introducing a 2.5 GPA requirement for the majority of our upper level classes, a requirement which remains intact. These changes were made when PFP only had a major and did not offer two minors and a certificate. Based on the changes in program offerings, and seeing evidence that the 2.5 GPA minimum requirement is sufficient to ensure high standards in our major and minors, Math 100 does not need to be tied directly to PFP 305. To be clear, there is no historical basis that students in the PFP program, which has existed for over 20 years, need Math 100 to succeed specifically in this course. Math 100 is still a requirement of the Major and, since the minors and certificates have only recently come online, there will be no loss from existing student populations for the Math department.

<p>The personal financial planning program combines course work in personal finance, family relationships and decision making, consumer rights, insurance, investments, retirement and estate planning, economics, and accounting. Emphasis is placed on understanding financial products and how they work, as well as the role of family in financial decisions. The program offers financial planning courses that satisfy CFP® Board’s education requirement for the CFP®/CERTIFIED FINANCIAL PLANNER® certification.</p>	<p>The personal financial planning program combines course work in personal finance, family relationships and decision making, consumer rights, insurance, investments, retirement and estate planning, economics, and accounting. Emphasis is placed on understanding financial products and how they work, as well as the role of family in financial decisions. The program offers financial planning courses that satisfy CFP® Board’s education requirement for the CFP®/CERTIFIED FINANCIAL PLANNER® certification.</p>
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## Julie Eisenhut

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**From:** Melinda Markham  
**Sent:** Wednesday, February 13, 2019 1:02 PM  
**To:** Julie Eisenhut  
**Cc:** Sunanda Dissanayake; Kiersten Wukitsch  
**Subject:** FW: Grad Certificate

Hi Julie,

Please see below the email of support from Dr. Sam Bell (copying Dr. Brianne Heidbreder) regarding the Graduate Certificate in Human Services Administration. Can you please upload this information to Curriculog so it is visible to those who will review this proposal?

I also would like to request that the graduate certificate be reconsidered by the Academic Affairs Committee of the Graduate Council.

Thanks!

Mindy

Mindy Stafford Markham, PhD, CFLE  
Associate Professor  
Applied Family Science Graduate Program Coordinator  
Associate Director, School of Family Studies & Human Services  
Kansas State University  
316 Justin Hall  
Manhattan, KS 66506  
[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)



**From:** Sam Bell <[sbell3@k-state.edu](mailto:sbell3@k-state.edu)>  
**Sent:** Wednesday, February 13, 2019 9:27 AM  
**To:** Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)>  
**Cc:** Brianne Heidbreder <[heidbr@ksu.edu](mailto:heidbr@ksu.edu)>  
**Subject:** Re: Grad Certificate

Mindy,

Brianne and I met yesterday and agreed that we are comfortable with the revised language and commitment to convey to potential students that the certificate is specific to individuals interested in careers in family relationship health and well being.

As an aside, I believe I mentioned this in an earlier e-mail to Kiersten, but I do think that both of our programs offer courses that may be a real benefit to our respective graduate students. I hope that we can have a conversation sometime in the future about those courses.

Sam

On Fri, Feb 8, 2019 at 4:22 PM Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)> wrote:

Thanks, Sam! That sounds great!

Mindy

**From:** Sam Bell <[sbell3@k-state.edu](mailto:sbell3@k-state.edu)>  
**Sent:** Friday, February 8, 2019 1:37 PM  
**To:** Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)>  
**Cc:** Brianne Heidbreder <[heidbr@ksu.edu](mailto:heidbr@ksu.edu)>  
**Subject:** Re: Grad Certificate

Dear Melinda,

Thanks for getting back in touch about this. I'd like to have a chance to speak with Brianne about it and will aim to get you a response by early next week.

Thanks,

Sam

On Wed, Feb 6, 2019 at 1:04 PM Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)> wrote:

Dear Drs. Bell and Heidbreder,

I am emailing regarding the proposed Human Services Administration Graduate Certificate. I understand your concerns regarding language, and we have made edits to the rationale and outcomes in the proposal in Curriculog to read as follows:

**Rationale:** This certificate program will provide an opportunity for individuals who are working **to enhance family relationship health and well-being within** non-profit or public settings to advance their skills and competencies within their workplace.

**Outcomes:** The primary desired outcomes are: increased opportunities for learning skills and competencies necessary for those working **to enhance family relationship health and well-being within** non-profit or public settings and increased engagement

I apologize for the time delay on this. I mistakenly thought this was being updated in Curriculog on January 11<sup>th</sup>, but learned that this was not the case. The edits have now been made in two places in Curriculog, both directly in the rationale stated in the [proposal](#) summary and an updated document has also been uploaded that provides the revised language.

We plan to use this more specific language in any communication we have with students, both in print and orally, once the certificate program is approved as this revised language better describes the certificate program.

Do these revisions help to address the concerns you raised?

Thank you!

Mindy

Mindy Stafford Markham, PhD, CFLE

Associate Professor

Applied Family Science Graduate Program Coordinator

Associate Director, School of Family Studies & Human Services

Kansas State University

316 Justin Hall

Manhattan, KS 66506

[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)

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**From:** Julie Eisenhut <[eisenhut@ksu.edu](mailto:eisenhut@ksu.edu)>

**Sent:** Monday, February 4, 2019 5:01 PM

**To:** Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)>

**Cc:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>; Sunanda Dissanayake <[sunanda@ksu.edu](mailto:sunanda@ksu.edu)>

**Subject:** RE: Grad Certificate

Hello Melinda,

I am sorry for just now getting back with you, it has been a crazy Monday. I uploaded the attached file in Curriculog.

[the proposal](#)

I know the committee would like support letters from Dr. Bell and Dr. Heidbeder. This would be most helpful for approval. I can add them in Curriculog as well.

Julie Eisenhut



Office Specialist III  
Graduate School  
116 Eisenhower Hall  
Kansas State University  
785-532-7927

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**From:** Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)>  
**Sent:** Friday, February 01, 2019 2:01 PM  
**To:** Julie Eisenhut <[eisenhut@ksu.edu](mailto:eisenhut@ksu.edu)>  
**Cc:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>  
**Subject:** FW: Grad Certificate

Hi Julie,

I was wondering if it would be possible for you to upload the attached document to the Human Services Administration Certificate proposal in Curriculog and also update the rationale language directly in the proposal to read the following:

**Rationale:** This certificate program will provide an opportunity for individuals who are working **to enhance family relationship health and well-being within** non-profit or public settings to advance their skills and competencies within their workplace.

I plan to email Dr. Bell in the MPA program and would like to send him a link directly to our proposal to demonstrate that we have made these changes in curriculog to make sure we have addressed his concern.

Please let me know if there is someone else I should work with to get these changes made in Curriculog.

Thanks!

Mindy

Mindy Stafford Markham, PhD, CFLE

Associate Professor

Applied Family Science Graduate Program Coordinator

Associate Director, School of Family Studies & Human Services

Kansas State University

316 Justin Hall

Manhattan, KS 66506

[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)

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**From:** Sunanda Dissanayake <[sunanda@ksu.edu](mailto:sunanda@ksu.edu)>

**Sent:** Wednesday, January 30, 2019 11:49 AM

**To:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>; Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)>

**Cc:** Dana L. Vanlandingham <[dlvanlan@bri.ksu.edu](mailto:dlvanlan@bri.ksu.edu)>; Carol Shanklin <[shanklin@ksu.edu](mailto:shanklin@ksu.edu)>; Julie Eisenhut <[eisenhut@ksu.edu](mailto:eisenhut@ksu.edu)>

**Subject:** Fw: Grad Certificate

Hi Melinda,

The proposal on Human Services Administration Graduate Certificate was discussed at the Academic Affairs Committee of the Graduate Council yesterday and it was discussed that the concerns raised by the MPA program has not been addressed sufficiently. It has also been brought to the committee's attention that no further communication has taken place with the political science department after their Dec 12th email.

Please work with Dr. Bell and Dr. Heidbeder by clarifying what changes you are making to the certificate program proposal and submit a letter of support from them, so that the proposal can be reconsidered by the academic affairs committee.

Thank you for your attention to this matter.

SD

Sunanda Dissanayake, Ph.D., P.E., F. ASCE

Associate Dean of Graduate School and

Professor of Civil Engineering

117B Eisenhower Hall,

1013 Mid-Campus Drive.

Kansas State University.

Manhattan, KS 66506.

Tel: 785-532-3128

Fax: 785-532-2983

<http://www.k-state.edu/grad/about/personnel.html>

<https://www.ce.ksu.edu/people/faculty/dissanayake/>

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**From:** Julie Eisenhut

**Sent:** Tuesday, January 29, 2019 4:53 PM

**To:** Dana L. Vanlandingham; Rina Anno; Andrew Long; Terry Mason; Mary McElroy; Pete Mudrack; Emily Pascoe; Shreepad Joglekar

**Cc:** Sunanda Dissanayake

**Subject:** FW: Grad Certificate

Hello Academic Affairs Committee,

See the email below and attached document.

Julie Eisenhut

Office Specialist III

Graduate School

116 Eisenhower Hall

Kansas State University

785-532-7927

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**From:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>  
**Sent:** Tuesday, January 29, 2019 3:58 PM  
**To:** Julie Eisenhut <[eisenhut@ksu.edu](mailto:eisenhut@ksu.edu)>; Marqueleta Wall <[mwall@ksu.edu](mailto:mwall@ksu.edu)>  
**Subject:** RE: Grad Certificate

Hi Julie,

I apparently sent you an older version of the document instead of the updated one. Could you please upload this new one to the proposal and edit the impact statement section to state that "Concerns have been addressed in the bolded portions of the rationale and desired outcomes." ? Additionally, could you make sure the rationale on the proposal itself has been edited to include the bolded portion below?

Rationale: This certificate program will provide an opportunity for individuals who are working **to enhance family relationship health and well-being within** non-profit or public settings to advance their skills and competencies within their workplace.

Thank you. I apologize for sending you the wrong document originally!

Sincerely,

Kiersten

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**From:** Kiersten Wukitsch  
**Sent:** Friday, January 11, 2019 9:15 AM  
**To:** Julie Eisenhut <[eisenhut@ksu.edu](mailto:eisenhut@ksu.edu)>; Marqueleta Wall <[mwall@ksu.edu](mailto:mwall@ksu.edu)>  
**Subject:** RE: Grad Certificate

Thanks, Julie.

I attached the file. I'm also linking you [the proposal](#) because I don't know how many are on your plate right now, but this way you won't have to dig around Curriculog for it.

Have a wonderful weekend!

---

**From:** Julie Eisenhut <[eisenhut@ksu.edu](mailto:eisenhut@ksu.edu)>  
**Sent:** Friday, January 11, 2019 8:59 AM  
**To:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>; Marqueleta Wall <[mwall@ksu.edu](mailto:mwall@ksu.edu)>  
**Subject:** RE: Grad Certificate

Hello Kiersten,

Yes I can help you. Send me the file I can upload the information for you.

Happy Friday!

Julie Eisenhut

Office Specialist III

Graduate School

116 Eisenhower Hall

Kansas State University

785-532-7927

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**From:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>  
**Sent:** Friday, January 11, 2019 8:54 AM  
**To:** Marqueleta Wall <[mwall@ksu.edu](mailto:mwall@ksu.edu)>; Julie Eisenhut <[eisenhut@ksu.edu](mailto:eisenhut@ksu.edu)>  
**Subject:** FW: Grad Certificate

Hello,

Mindy sent me the following update for the Human Services Administration Graduate Certificate Proposal in Curriculog. This is in response to the impact statement from the Master's in Public Administration program, and should address the concerns mentioned. As the proposal is currently with the Graduate Council, I am hoping one of you can help me get this uploaded, as I do not have editing powers at this stage.

Thank you,

Kiersten

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**From:** Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)>  
**Sent:** Tuesday, January 8, 2019 12:43 PM  
**To:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>  
**Subject:** FW: Grad Certificate

Hi Kiersten,

I talked with the committee who developed the Human Services Administration Graduate Certificate regarding the concerns raised by faculty in the MPA program. We would like to propose making the following revisions to the rationale and desired outcomes.

**Rationale:** This certificate program will provide an opportunity for individuals who are working to **enhance family relationship health and well-being** within non-profit or public settings to advance their skills and competencies within their workplace.

**Outcomes:** The primary desired outcomes are: increased opportunities for learning skills and competencies necessary for those working to **enhance family relationship health and well-being** within non-profit or public settings and increased engagement

Please let me know if you need any additional information from me.

Thanks!

Mindy Stafford Markham, PhD, CFLE

Associate Professor

Applied Family Science Graduate Program Coordinator

Associate Director, School of Family Studies & Human Services

Kansas State University

316 Justin Hall

Manhattan, KS 66506

[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)

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**From:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>

**Sent:** Wednesday, December 12, 2018 4:06 PM

**To:** Melinda Markham <[mmarkham@ksu.edu](mailto:mmarkham@ksu.edu)>

**Subject:** FW: Grad Certificate

Impact response regarding the HSA certificate from the MPA program. I thanked them for their feedback and told them that I would let them know your conclusions after you had a chance to review/discuss it with the faculty who are working with you on this.

**From:** Sam Bell <[sbell3@k-state.edu](mailto:sbell3@k-state.edu)>

**Sent:** Wednesday, December 12, 2018 3:59 PM

**To:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>; Brianne Heidbreder <[heidbr@ksu.edu](mailto:heidbr@ksu.edu)>

**Subject:** Re: Grad Certificate

Hi Kiersten,

I've had time to discuss this with the MPA Grad Director, Dr. Brianne Heidbreder, and we do have some concerns with the proposed certificate. She is cc'd on this e-mail. We appreciate and understand that there are specific skills for administering programs that treat family and relationship health. Your college, of course, already offers some graduate courses that speak to that skill set. In fact, we look forward to hopefully having a conversation in the future about how some of your grad courses might be beneficial to our students and how some of our grad courses might be a real benefit to your students. However, in both the rationale for the certificate, and the desired outcomes, there are places where the focus on family and relationship health is not explicitly stated, thus making it appear that it will duplicate some of what our PA Certificate offers.

For example:

In the rationale, the first sentence reads as follows: "This certificate program will provide an opportunity for individuals who are working in non-profit or public settings to advance their skills and competencies within their workplace."

Similar language appears again in the desired outcomes: "The primary desired outcomes are: increased opportunities for learning skills and competencies necessary for those working in non-profit or public settings and increased engagement with Kansas State University."

Both of these sentences are very broad and overlap with what we offer in our MPA program and certificate. We appreciate that later in the rationale, it is stated that this might prepare a student for the MPA. We also appreciate that in the text box on page 3 of the proposal, the program is much more narrowly described. However, the rationale and desired outcome statement do not appear to clearly differentiate the HSA Certificate from the MPA Certificate.

Overall, we'd just like to know how this is different from the PA Certificate and whether that will be articulated clearly to potential students.



Thanks,

Sam

On Thu, Nov 15, 2018 at 3:02 PM Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)> wrote:

My apologies. I clicked the wrong email to reply to.

---

**From:** Kiersten Wukitsch  
**Sent:** Thursday, November 15, 2018 3:02 PM  
**To:** Sam Bell <[sbell3@k-state.edu](mailto:sbell3@k-state.edu)>  
**Subject:** RE: Grad Certificate

Added it to my calendar.

**From:** Sam Bell <[sbell3@k-state.edu](mailto:sbell3@k-state.edu)>  
**Sent:** Thursday, November 15, 2018 2:26 PM  
**To:** Kiersten Wukitsch <[kierst2@ksu.edu](mailto:kierst2@ksu.edu)>  
**Subject:** Grad Certificate

Hi Kiersten,

I wanted to let you know that I plan to discuss the graduate certificate in human services administration with our MPA director in the coming weeks. I will be sure to get back to you as soon as we talk about it

Thanks,

Sam

--

Sam R. Bell  
Professor and Head

Department of Political Science  
Kansas State University

Editor, *International Studies Review*

213 Calvin Hall  
Manhattan, Kansas 66506

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<p>The program also offers financial counseling courses that satisfy the education requirements for the Accredited Financial Counselor (AFC®) exam sponsored by the Association for Financial Counseling and Planning Education.</p> <p>Kansas State University does not certify individuals to use the AFC®, CFP®, CERTIFIED FINANCIAL PLANNER®, and CFP® (with flame logo)® certification marks. AFC ® is solely granted by the Association for Financial Counseling and Planning Education. CFP® certification is solely granted by the Certified Financial Planner Board of Standards to individuals who, in addition to completing an education requirement such as this CFP Board-Registered program, have met ethics, experience, and examination requirements.</p> <p>Admission to the personal financial planning program requires completion of FSHS 105 with a grade of B or better.</p> <p><b>Bachelor’s Degree Requirements</b></p> <p><b>General Requirements (35-36 credit hours)</b>  <b>Communications (8-9 credit hours)</b>  COMM 105 - Public Speaking IA Credits: 2  or  COMM 106 - Public Speaking I Credits: 3  ENGL 100 - Expository Writing I Credits: 3  ENGL 200 - Expository Writing II Credits: 3</p> <p><b>Social Sciences (6 credit hours)</b>  ECON 110 - Principles of Macroeconomics Credits: 3  PSYCH 110 - General Psychology Credits: 3</p> <p><b>Humanities (6 credit hours)</b>  Only a course of 3 credit hours or more will apply.</p> <p><b>Natural and physical sciences (7 credit hours)</b>  Life science elective and Physical Science elective.</p> <p>One course must be taken from each area; one course must include a laboratory.</p> <p><b>Quantitative Studies (7 credit hours)</b>  <del>CIS 102 - Introduction to Spreadsheet Applications Credits: 1</del>  STAT 350 - Business and Economic Statistics I Credits: 3</p> <p>Choose one from the following:</p> <p>MATH 100 - College Algebra Credits: 3  or  A college-level calculus course Credits: 3</p> <p><b>Integrative Human Ecology Courses (1 credit hour)</b></p>	<p>The program also offers financial counseling courses that satisfy the education requirements for the Accredited Financial Counselor (AFC®) exam sponsored by the Association for Financial Counseling and Planning Education.</p> <p>Kansas State University does not certify individuals to use the AFC®, CFP®, CERTIFIED FINANCIAL PLANNER®, and CFP® (with flame logo)® certification marks. AFC ® is solely granted by the Association for Financial Counseling and Planning Education. CFP® certification is solely granted by the Certified Financial Planner Board of Standards to individuals who, in addition to completing an education requirement such as this CFP Board-Registered program, have met ethics, experience, and examination requirements.</p> <p>Admission to the personal financial planning program requires completion of FSHS 105 with a grade of B or better.</p> <p><b>Bachelor’s Degree Requirements</b></p> <p><b>General Requirements (34-35 credit hours)</b>  <b>Communications (8-9 credit hours)</b>  COMM 105 - Public Speaking IA Credits: 2  or  COMM 106 - Public Speaking I Credits: 3  ENGL 100 - Expository Writing I Credits: 3  ENGL 200 - Expository Writing II Credits: 3</p> <p><b>Social Sciences (6 credit hours)</b>  ECON 110 - Principles of Macroeconomics Credits: 3  PSYCH 110 - General Psychology Credits: 3</p> <p><b>Humanities (6 credit hours)</b>  Only a course of 3 credit hours or more will apply.</p> <p><b>Natural and physical sciences (7 credit hours)</b>  Life science elective and Physical Science elective.</p> <p>One course must be taken from each area; one course must include a laboratory.</p> <p><b>Quantitative Studies (6 credit hours)</b>  STAT 350 - Business and Economic Statistics I Credits: 3</p> <p>Choose one from the following:</p> <p>MATH 100 - College Algebra Credits: 3 – <b>Grade of “B” or higher required</b>  or  A college-level calculus course Credits: 3</p> <p><b>Integrative Human Ecology Courses (1 credit hour)</b>  GNHE 210 - Foundations of Human Ecology Credits: 1</p>
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GNHE 210 - Foundations of Human Ecology Credits: 1

**Professional Studies (65 credit hours)**

Grades of C or higher required.

**Professional courses (44 credit hours)**

HDFS 110 - Introduction to Human Development Credits: 3  
HDFS 301 - The Helping Relationship Credits: 3  
PFP 105 - Introduction to Personal Financial Planning Credits: 3  
PFP 305 - Advanced Personal Financial Planning Credits: 3  
PFP 310 - Family and Consumer Economics Credits: 3  
PFP 456 - Financial Counseling and Communication Credits: 3  
PFP 460 - Retirement Planning Concepts Credits: 3  
PFP 462 - Personal Investment Concepts I Credits: 3  
PFP 464 - Estate Planning Concepts Credits: 3  
PFP 466 - Personal Risk Management and Insurance Planning Credits: 3  
PFP 468 - Professional Practice Management in Personal Financial Planning Credits: 1  
PFP 472 - Personal Income Tax Concepts Credits: 3  
PFP 482 - Personal Investment Concepts II Credits: 3  
PFP 579 - Pre-Internship Orientation in Personal Financial Planning Credits: 1  
PFP 580 - Internship in Personal Financial Planning Credits: 3  
PFP 595 - Professional Seminar in Personal Financial Planning Credits: 3

**Other supporting courses (21 credit hours)**

ACCTG 231 - Accounting for Business Operations Credits: 3  
ACCTG 241 - Accounting for Investing and Financing Credits: 3  
ECON 120 - Principles of Microeconomics Credits: 3  
MANGT 390 - Business Law I Credits: 3  
MKTG 400 - Introduction to Marketing Credits: 3  
MKTG 542 - Fundamentals of Professional Selling Credits: 3

Choose one from the following:

AGEC 513 - Agricultural Finance Credits: 3  
FINAN 450 - Principles of Finance Credits: 3

**Select One Track Option (19-20 credit hours)**

**Family Financial Planning (6 credit hours)**

ECON 530 - Money and Banking Credits: 3  
HDFS 350 - Family Relationships and Gender Roles Credits: 3

**Electives Credits: 13-14**

**Sales (6 credit hours)**

**Professional Studies (71-74 credit hours)**

Grades of C or higher required.

**Professional courses (44 credit hours)**

HDFS 110 - Introduction to Human Development Credits: 3  
HDFS 301 - The Helping Relationship Credits: 3  
PFP 105 - Introduction to Personal Financial Planning Credits: 3 **Grade of "B" or higher required**  
PFP 305 - Advanced Personal Financial Planning Credits: 3 **Grade of "B" or higher required**  
PFP 310 - Family and Consumer Economics Credits: 3  
PFP 456 - Financial Counseling and Communication Credits: 3  
PFP 460 - Retirement Planning Concepts Credits: 3  
PFP 462 - Personal Investment Concepts I Credits: 3  
PFP 464 - Estate Planning Concepts Credits: 3  
PFP 466 - Personal Risk Management and Insurance Planning Credits: 3  
PFP 468 - Professional Practice Management in Personal Financial Planning Credits: 1  
PFP 472 - Personal Income Tax Concepts Credits: 3  
PFP 482 - Personal Investment Concepts II Credits: 3  
PFP 579 - Pre-Internship Orientation in Personal Financial Planning Credits: 1  
PFP 580 - Internship in Personal Financial Planning Credits: 3  
PFP 595 - Professional Seminar in Personal Financial Planning Credits: 3

**Other supporting courses (21 credit hours)**

ACCTG 231 - Accounting for Business Operations Credits: 3  
ACCTG 241 - Accounting for Investing and Financing Credits: 3  
ECON 120 - Principles of Microeconomics Credits: 3  
MANGT 390 - Business Law I Credits: 3  
MKTG 400 - Introduction to Marketing Credits: 3  
MKTG 542 - Fundamentals of Professional Selling Credits: 3

Choose one from the following:

AGEC 513 - Agricultural Finance Credits: 3  
FINAN 450 - Principles of Finance Credits: 3

**Select One Track Option (6-9 credit hours)**

**Family Financial Planning (6 credit hours)**

ECON 530 - Money and Banking Credits: 3  
HDFS 350 - Family Relationships and Gender Roles Credits: 3

**Sales (6 credit hours)**

MKTG 560 - Sales Force Leadership Credits: 3  
MKTG 570 - Advanced Selling Credits: 3

<p>MKTG 560 - Sales Force Leadership Credits: 3  MKTG 570 - Advanced Selling Credits: 3  <b>Electives Credits: 13-14</b></p> <p><b>Entrepreneurship (9 credit hours)</b>  ENTRP 340 - Introduction to Entrepreneurship Credits: 3  and  Choose 6 credit hours from Entrepreneurship Minor  ENGL 455 - Exploring Creativity Credits: 3  ENTRP 350 - Technology and Innovation Management Credits: 3  ENTRP 466 - Digital Business Credits: 3  ENTRP 520 - Social Entrepreneurship Credits: 3  ENTRP 540 - Entrepreneurial Consulting Credits: 3</p> <p><b>Electives (10-14 credit hours)</b></p> <p><b>Total hours required for graduation (120)</b></p>	<p><b>Entrepreneurship (9 credit hours)</b>  ENTRP 340 - Introduction to Entrepreneurship Credits: 3  and  Choose 6 credit hours from Entrepreneurship Minor  ENGL 455 - Exploring Creativity Credits: 3  ENTRP 350 - Technology and Innovation Management Credits: 3  ENTRP 466 - Digital Business Credits: 3  ENTRP 520 - Social Entrepreneurship Credits: 3  ENTRP 540 - Entrepreneurial Consulting Credits: 3</p> <p><b>Unrestricted Electives (11-15 credit hours)</b></p> <p><b>Total hours required for graduation (120)</b></p>
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