

**University Curriculum Committee
September 15, 2020**

I. Call to Order – Meeting: 3:45 pm, Zoom

II. Approval of Minutes - August 18, 2020

III. Old Business

IV. New Business – Steering Committee appointees

V. Curriculum Agenda

Ogden College of Science and Engineering

Type of item	Description of Item & Contact Information
Consent	Proposal to Revise a Course Title AMS 310, Ergonomics & Safety, 3 hrs. Contact: Bryan Reaka, bryan.reaka@wku.edu , x7032
Consent	Proposal to Revise Course Prerequisites AMS 356, Systems Design & Operation, 3 hrs. Contact: Bryan Reaka, bryan.reaka@wku.edu , x7032
Consent	Proposal to Revise Course Prerequisites AMS 490E, Senior Research for MET, 3 hrs. Contact: Bryan Reaka, bryan.reaka@wku.edu , x7032
Action	Proposal to Revise a Program Ref. 5006, Manufacturing Engineering Technology, 61 hrs. Contact: Bryan Reaka, bryan.reaka@wku.edu , x7032

Potter College of Arts & Letters

Type of Item	Description of Item & Contact Information
Action	Proposal to Create a New Course Item: CHNF 399 Personalized Learning Contact: Ke Peng, ke.peng@wku.edu , 745-2118
Action	Proposal to Create a New Course Item: CHNF 499 Domain Training in Chinese Contact: Ke Peng, ke.peng@wku.edu , 745-2118
Action	Proposal to Revise Course Repeat Limit Item: CHIN 209 Chinese Learning Lab & Exploratorium I Contact: Ke Peng, ke.peng@wku.edu , 745-2118
Action	Proposal to Revise Course Repeat Limit Item: CHIN 409 Chinese Learning Lab & Exploratorium II Contact: Ke Peng, ke.peng@wku.edu , 745-2118

College of Health and Human Services

Type of Item	Description
Action	Revise a Program 445 Tourism Minor Contact: Raymond Poff, 745-2498, Raymond.poff@wku.edu

Proposal Date: 4-8-2020

**Ogden College
School of Engineering and Applied Sciences
Proposal to Revise Course Title
(Consent Item)**

Contact Person: Bryan Reaka, bryan.reaka@wku.edu, 270.745.7032

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: AMS 310
- 1.2 Course title: Ergonomics and Safety
- 1.3 Credit Hours: 3

2. Proposed course title: Safety and Ergonomics

3. Proposed abbreviated course title: Safety and Ergonomics
(maximum of 30 characters/spaces)

4. Rationale for the revision of course title: Although the topics of Ergonomics and Safety are closely related the emphasis within this course is more towards safety in the workplace. Ergonomics is being taught in the course, but at a lesser level compared to other topics. The word safety is a key aspect of almost any workplace in this current day so having this word come first in the title better reflects the majority of the course as well as the interests of the industries hiring students.

5. Proposed term for implementation: As soon as Available/ Spring 2021

6. Dates of prior committee approvals:

School of Engineering and Applied Sciences

4-10-2020

Ogden College Curriculum Committee

04-30-2020

Undergraduate Curriculum Committee

University Senate

**Ogden College
School of Engineering and Applied Sciences (SEAS)
Proposal to Revise Course Prerequisites
(Consent Item)**

Contact Person: Bryan Reaka, bryan.reaka@wku.edu, 270.745.7032

- 1. Identification of course:**
 - 1.1 Course prefix (subject area) and number: AMS 356
 - 1.2 Course title: Systems Design and Operation
- 2. Current prerequisites:** AMS 271
- 3. Proposed prerequisites:** AMS 271 or ECON 206 or MATH 183 or STAT 301
- 4. Rationale for the revision of prerequisites:** The Manufacturing Engineering Program (MET) is adding the options of ECON 206 or MATH 183 or STAT 301 to count for the course AMS 271 in the MET major. This change in prerequisite will allow the students who change from Engineering, or who are pursuing a minor in Business Administration to not have difficulty registering for the AMS 356 course, thus reducing the paperwork/ administrative duties within the advising process.
- 5. Effect on completion of major/minor sequence:** NONE
- 6. Proposed term for implementation:** As soon as possible
- 7. Dates of prior committee approvals:**

School of Engineering and Applied Sciences (SEAS)

4-10-2020

Ogden College Curriculum Committee

04-30-2020

Undergraduate Curriculum Committee

University Senate

Ogden College
School of Engineering and Applied Sciences (SEAS)
Proposal to Revise Course Prerequisites
(Consent Item)

Contact Person: Bryan Reaka, bryan.reaka@wku.edu, 270.745.7032

- 1. **Identification of course:**
 - 1.1 Course prefix (subject area) and number: AMS 490E
 - 1.2 Course title: Senior Research for MET
- 2. **Current prerequisites/ corequisites:** AMS 356 [Min Grade: C] and AMS 390 [Min Grade: C] and AMS 370 [Min Grade: C] and AMS 394 (may be taken concurrently)
- 3. **Proposed prerequisites/ corequisites:** (AMS 356 [Min Grade: C] or MGT 314 [Min Grade: C]) and AMS 390 [Min Grade: C] and AMS 370 [Min Grade: C] and AMS 394 (may be taken concurrently)
- 4. **Rationale for the revision of prerequisites:** The Manufacturing Engineering Program (MET) is adding the options of MGT 314 to count for the course AMS 356 in the MET major. This change in prerequisite will allow the students who are pursuing a minor in Business Administration to not have difficulty registering for the course, thus reducing the paperwork/ administrative duties within the advising process.
- 5. **Effect on completion of major/minor sequence:** This may potentially shorten the time to graduation for some students since MGT 314 is offered every semester and AMS 356 is only offered in a once a year rotation at present.
- 6. **Proposed term for implementation:** As soon as possible
- 7. **Dates of prior committee approvals:**

School of Engineering and Applied Sciences (SEAS)
 Ogden College Curriculum Committee
 Undergraduate Curriculum Committee
 University Senate

4-10-2020

04-30-2020

Proposal to Revise a Program: Manufacturing Engineering Technology (#5006)
Ogden College
Department/Unit: School of Engineering and Applied Sciences

Section 1: Proponent Contact Information

- 1.1 Bryan Reaka, Associate Professor
- 1.2 Email address: bryan.reaka@wku.edu
- 1.3 Phone # 270.745.7032

Section 2: Program Information

- 2.1 Current Program reference number: 5006
- 2.2 Current Program title: Manufacturing Engineering Technology
- 2.3 Current total number of credits required in the program: 61

Section 3: Proposed program revisions and rationales

- 3.1 Add options of EE180 and EE 210 as well as keep the AMS 120 for Basic electricity. All of these courses within the school of Engineering and Applied Sciences cover basics of electrical circuitry. This addition of options is meant to reduce repetitive paperwork since these Engineering courses cover the basic components needed for the AMS prefix course as well as deeper topics. This will allow students who transfer from an Engineering degree path to the Manufacturing Engineering Technology (MET) Degree to use coursework they have previously obtained without the need for the exception form process thus reducing paperwork.
- 3.2 Add options of ME180 as well as keep the AMS 163 or 205 for Computer Aided Drafting (CAD). All of these courses within the School of Engineering and Applied Sciences cover basics of CAD. This addition of options is meant to reduce repetitive paperwork since these Engineering courses cover the basic components needed for the AMS prefix course as well as deeper topics. This will allow students who transfer from an Engineering degree path to the Manufacturing Engineering Technology (MET) Degree to use coursework they have previously obtained without the need for the exception form process thus reducing paperwork.
- 3.3 Add options of ECON 206, MATH 183 and STAT 301 as well as keep the AMS 271 for Statistics. All of these courses cover basics of statistical analysis with STAT 301 offering a more in depth coverage of the topic. This addition of options is meant to reduce repetitive paperwork since these courses all cover the basic components needed for the AMS prefix course as well as deeper topics. ECON 206 is a course that can count for students who are pursuing a minor in business administration at WKU, this will allow this course to cover both the requirements for the minor as well as the major requirements. MATH 183 is the course that students who take statistics at KCTCS (STA 220) transfers to WKU. STAT 301 is a statistics course that students within the Mechanical Engineering

path take for a technical requirement. This will allow students who transfer from an Engineering degree path to the Manufacturing Engineering Technology (MET) Degree to use coursework they have previously obtained without the need for the exception form process thus reducing paperwork.

- 3.4** Add options of AMS 401 as well as keep the AMS 398 or UC 400 for Internship course. These courses cover different populations of students that need to have this credit for graduation. AMS 398 is a traditional internship within a company, UC 400 is meant for students working on a fuse grant (research emphasis course) and AMS 401 is for International students who are not on a fuse grant, but also cannot work in the USA, this is meant to alleviate a bottleneck in the system that many international students have come across while trying to fill this requirement within the Manufacturing Engineering Technology (MET) Degree.
- 3.5** Add option of ME 240 as well as keep the AMS 217 course. These courses within the School of Engineering and Applied Sciences cover materials characteristics and testing. This addition of options is meant to reduce repetitive paperwork since the Engineering course covers the basic components needed for the AMS prefix course as well as deeper topics. This will allow students who transfer from a Mechanical Engineering degree path to the Manufacturing Engineering Technology (MET) Degree to use coursework they have previously obtained without the need for the exception form process thus reducing paperwork.
- 3.6** Add options of MGT 314 as well as keep the AMS 356 for Systems design and operation. The MGT 314 course is a component of the Minor in Business administration, which a number of the students in the MET program are pursuing. MGT is Operations Management, which is in line with the content for the AMS 356 course. This will allow students who are getting the Minor in Business Administration and the major in Manufacturing Engineering Technology (MET) Degree to use coursework they have previously obtained for both credentials.
- 3.7** Add option of COMM 330 or COMM 348 as well as keeping the options of COMM 345 or COMM 346 or COMM 349(K-SY) or COMM 362 or MGT 361, All of these courses deal with Advanced communications topics. The addition of these other courses will allow different options for students to assist with alleviation of scheduling bottlenecks in their degree completion.

Section 4: Consultations

Do any of the proposed revisions in section 3 above involve or in any other way impact other departments/units? YES

Discussion occurred between faculty, within the School of Engineering and Applied Sciences (SEAS), in regard to the ME and EE prefixed classes, with minimal impact to their programs since students will already have completed these courses.

The department chair of Management was contacted on 02.20.2020. Estimated initial impact on the course is approximately 5-7 students per year.

The department chair of Economics was contacted on 02.05.2020. Estimated impact is 5-7 students per semester.

The department chair of Math was contacted on 02.04.2020. Estimated initial impact on the program is approximately 5-7 students per semester.

The department chair of Communications was contacted on 02.23.2020. Estimated impact is 5-7 students per year.

Section 5: Proposed term for implementation: Spring 2021

Section 6: Approval Flow Dates:

	SEAS:	4-10-2020
Odgen College Curriculum Committee:		04-30-2020
Undergraduate Curriculum Committee:		
University Senate:		

Section 7: Required Appendices: Current & proposed program descriptions:

7.1 Current Program Requirement: 61 hours

Technical Core:		37 hrs
Finance Selective	ACCT 200 or MKT 220 or FIN 161 (E-SB) or ECON 202 or ECON 203	3
Agricultural Mechanics	AGMC 371/372	3
Basic Electricity	AMS 120	3
CAD and Drafting	AMS 205 or AMS 163	3
Industrial Statistics	AMS 271	3
Internship I	AMS 398 or UC 400	1
Senior Research	AMS 490E	3
Robotics and Machine Vision	AMS 328	3
Industrial Materials	AMS 217	3
Manufacturing Methods	AMS 227	3
Manufacturing Operations	AMS 342	3
Automated Systems	AMS 343	3
Computer Numeric Control	AMS 370	3
Management Core:		24 hrs
Ergonomics and Safety	AMS 310	3
Systems Design and Operation	AMS 356	3
Project Management	AMS 390	3
Technology Mgmt./Sup./Team Blding	AMS 430	3
Quality Assurance	AMS 371	3
Lean and Supply Chain Systems	AMS 394	3
Communications Selective	COMM 345 or COMM 346 or COMM 349(K-SY) or COMM 362 or MGT 361	3
Business Law Selective	MGT 301 or MGT 333	3
Program Electives		17 or 18
Colonnade (New)		41 or 42
F-WC	ENG 100	3
F-WC	ENG 300	3
F-AH	ENG 200	3
F- OC	COMM 145	3
F-QR	MATH 117	3
F-SB	HIST 101 or HIST 102	3
E-AH	SELECT	3
E-SB	SELECT	3
E-NS/SL	CHEM 105/106(4 cr) OR 120/121(5 cr)	4 or 5
E-NS	Phys 231/232 (4cr)	4
K-SC	SELECT	3
K-LG	SELECT	3
K-SY	SELECT	3
Program Grand Total Hours:		120

7.2 1 Current Program Requirement: 61 hours

Technical Core:		37 hrs
Finance Selective	ACCT 200 or MKT 220 or FIN 161 (E-SB) or ECON 202 or ECON 203	3
Agricultural Mechanics	AGMC 371/372	3
Basic Electricity (Digital Circuits, Circuits and Networks)	AMS 120 or EE 180 or EE 210	3
CAD (Freshman Design II)	AMS 205 or AMS 163 or ME 180	3
Industrial Statistics (Statistics)	AMS 271 or ECON 206 or MATH 183 or STAT 301	3
Internship I (Contemporary Issues)	AMS 398 or UC 400 or AMS 401	1
Senior Research	AMS 490E	3
Robotics and Machine Vision	AMS 328	3
Industrial Materials (Materials/ Methods Manufacturing)	AMS 217 or ME 240	3
Manufacturing Methods	AMS 227	3
Manufacturing Operations	AMS 342	3
Automated Systems	AMS 343	3
Computer Numeric Control	AMS 370	3
Management Core:		24 hrs
Safety and Ergonomics	AMS 310	3
Systems Design and Operation (Operations Management)	AMS 356 or MGT 314	3
Project Management	AMS 390	3
Technology Mgmt./Sup./Team Blding	AMS 430	3
Quality Assurance	AMS 371	3
Lean and Supply Chain Systems	AMS 394	3
Communications Selective	COMM 345 or COMM 346 or COMM 349(K-SY) or COMM 362 or MGT 361 or COMM 330 or COMM 348	3
Business Law Selective	MGT 301 or MGT 333	3
Program Electives		17 or 18
Colonnade (New)		41 or 42
	F-WC ENG 100	3
	F-WC ENG 300	3
	F-AH ENG 200	3
	F- OC COMM 145	3
	F-QR MATH 117	3
	F-SB HIST 101 or HIST 102	3
	E-AH SELECT	3
	E-SB SELECT	3
	E-NS/SL CHEM 105/106(4 cr) OR 120/121(5 cr)	4 or 5
	E-NS Phys 231/232 (4cr)	4
	K-SC SELECT	3
	K-LG SELECT	3

this requirement, students may take college language courses or take a proficiency test. For more information go to www.wku.edu/modernlanguages/placement/.

Colonnade Plan: All students entering in fall 2014 or later must complete 39 hours in 13 specific Colonnade areas. Colonnade areas are listed in parentheses marked in blue after the corresponding classes. Some areas may have specific course requirements while others can be chosen from selected lists of options. For more details and to see lists of options, go to http://www.wku.edu/colonnade/documents/approved_colonnade_courses_website.pdf

#5006 MET - Bachelor of Science Sample 4 year plan (for Jan 2021-2022) 4-17-2020



BACHELOR of Science in Manufacturing Engineering Technology
 School of Engineering and Applied Science
 Ogden College of Science and Engineering
 Western Kentucky University

The suggested program of study shown below should be used in consultation with your advisor(s). Every student will finish with a unique plan of his/her own depending on the electives selected.

SAMPLE - 4 year plan

FIRST YEAR	Fall Semester		Spring Semester	
Finance Selective Options: ACCT 200 ECON 202 ECON 203 FIN 161 (E-SB) MKT 220	AMS 120 Basic Electricity OR EE 180 Digital Circuits OR EE 210 Circuits and Networks	3	AMS 163 Architectural Drafting OR AMS 205 CADD for Manufacturing OR ME 180 Freshman Design II	3
	ENG 100 Intro to College Writing (F-W1)	3	AMS 271 Industrial Statistics OR ECON 206 Business Statistics OR MATH 183 Statistics OR STAT 301 Probability/Applied Statistics	3
	CHEM 105/106 OR 120/121(E-NS/SL)	4/5	Finance Selective (E-SB) (See Note)	3
	MATH 117 Trigonometry (F-QR)	3	ENG 200 Intro to Literature (F-AH)	3
	Elective	2/1	COMM 145 Fund of Public Speaking & Communications (F-OC)	3
	TOTAL CREDIT HOURS	15	TOTAL CREDIT HOURS	15

SECOND YEAR	Fall Semester		Spring Semester	
Business Law Selective Options: MGT 301 MGT 333	AMS 227 Introduction to Manufacturing Methods Exploration (E-AH)	3	AMS 371 Quality Assurance	3
	HIST 101 World History I OR HIST 102 World History II (F-SB)	3	PHYS 231/232, (E-NS)	4
	World Language, if needed, OR General Elective	3	Business Law Selective (See Note)	3
	AMS 217 Industrial Materials OR ME 240 Materials/Methods Manufacture	3	ENG 300 Writing in the Disciplines (F-W1)	3
	Elective	2	Elective	2
	TOTAL CREDIT HOURS	15	TOTAL CREDIT HOURS	15

World Language Proficiency: All students entering in Fall 2014 or later must demonstrate proficiency in a world language at the Novice High level before completing 60 credit hours. Novice high is the ability to communicate in writing and speaking on familiar topics in simple sentences. To meet this requirement, students may take college language courses or take a proficiency test. For more information go to www.wku.edu/modernlanguages/placement/.

Colonnade Plan: All students entering in fall 2014 or later must complete 39 hours in 13 specific Colonnade areas. Colonnade areas are listed in parentheses marked in blue after the corresponding classes. Some areas may have specific course requirements while others can be chosen from selected lists of options. For more details and to see lists of options, go to http://www.wku.edu/colonnade/documents/approved_colonnade_courses_website.pdf

THIRD YEAR	Fall Semester		Spring Semester	
Communications Selective Options: COMM 330 COMM 345 COMM 346 COMM 348 COMM 349 (K-SY) COMM 362 MGT 361	AMS 390 Project Management	3	AMS 328 Robotics and Machine Vision	3
	AMS 356 Systems Design/Operations OR MGT 314 Operations Management	3	SEAS 310 Work Design/Ergonomics	3
	AMS 343 Automated Systems	3	AGMC 371/ 372 or elective	3
	Communications Selective (See note)	3	Elective	3
	Connections: Social and Cultural (K-SC)	3	Connections: Local to Global Course (K-LG)	3
	TOTAL CREDIT HOURS	15	TOTAL CREDIT HOURS	15

FOURTH YEAR	Fall Semester		Spring Semester	
Electives should be chosen in consultation with MAJOR Advisor	AMS 394 Lean Manufacturing	3	AMS 430 Technology Management/Supervision/Team Building	3
	AMS 370 Computer Numeric Control	3	AMS 490E Senior Research	3
	AMS 398 Internship OR AMS 401 Contemporary Issues OR UC 400 FUSE experience	1	AMS 342 Manufacturing Operations	3
	Connections: Systems (K-SY)	3	Elective OR AGMC 371/ 372	3
	Elective	5	Elective	3
	TOTAL CREDIT HOURS	15	TOTAL CREDIT HOURS	15

Total Credit Hours: 120

For more Information:

School of Engineering and Applied Sciences

Website: <http://www.wku.edu/seas>

Phone: (270) 745-3251

Email: seas@wku.edu

Course Description: <http://www.wku.edu/undergraduatecatalog/>

(Action Item)

Proposal to Create a New Course: CHNF 399 Personalized Learning
Potter College of Arts & Letters
Department of Modern Languages

Section 1: Proponent Contact Information

- 1.1 Name/Title:** Ke Peng/ Associate Professor
- 1.2 Email address:** ke.peng@wku.edu
- 1.3 Phone #:** 270-745-2118

Section 2: Course Catalog Information

- 2.1 Course prefix (subject area) and number:** CHNF 399
- 2.2 Course CIP code:** 16.0301
- 2.3 Course title:** Personalized Learning
- 2.4 Abbreviated Course title:** Personalized Learning
- 2.5 Credit hours/Variable credit:** 3/ No
- 2.6 Repeatability:** Repeatable three times for a total of 12 credits.
- 2.7 Course Term: Is this course intended to span more than a single term?**
 NO
- 2.8 Course Catalog Description:**
Guided project-based individualized study for Chinese Flagship students in culture, language, or a research project of the Chinese world at the intermediate or advanced proficiency level. May be used with prior consent of full-time program faculty for directed tutoring or work conducted during study abroad. Fulfills World Language, with a grade of C or better. Note: Permission of instructor is required.
- 2.9 Prerequisite/Restrictions:** Completion of CHNF 202. Permission of instructor is required.
- 2.10 Additional Enrollment Requirements:** N/A
- 2.11 Other Special Course Requirements:** N/A
- 2.12 Grade Type:** a standard A-F final grade
- 2.13 Schedule Type:** Independent Study

Section 3: Description of proposed course

3.1 Course Content Summary:

- Guided and evaluated language learning at the advanced level.
- Participation in a series of assigned activities designed to expose the student to various aspects of the target language and culture at the advanced proficiency level.

3.2 Learning Outcomes:

The student will demonstrate independence and strategic learning in Chinese. He/she will design a feasible project that is meaningful to him/her, and take action to complete all the tasks associated with the project under the supervision of the instructor. S/he will also demonstrate advanced proficiency in the selected topics, and reflect upon his/her learning strategies.

3.3 Assessment/Evaluation:

- Standardized language proficiency tests: an Oral Proficiency Interview (Language Testing International) with a certified ACTFL (American Council on Teaching Foreign Languages) tester, or BYU Listening and Reading Tests (originally developed by Brigham Young University, officially administered by Language Testing International).
- The compilation of a portfolio of language and cultural work, and reflective essays on the experiences the student gathers.

Section 4: Rationale

4.1 Reason for developing this proposed course:

- This proposed course credits Chinese Flagship students' tutoring hours under the supervision of an instructor to work on special projects and topics that are meaningful to them. It can also be used to help Flagship students prepare for a high-stakes external standardized assessment.
- Naming of the course follows the Pre-Capstone expectations guidelines established by the National Security Education Program.

4.2 Relationship to similar courses offered by other university departments/units:

- Do any other courses already being offered by other university departments/units share content with this proposed course? NO
- Are any of the proposed pre/co-requisites for this course offered by another university department/unit? NO
- If the answer to both questions is NO, simply proceed to item 5.
- If the answer to either of those questions is YES, indicate here who in the affected departments/units was consulted, and the dates of those consultations:

Section 5: Projected Enrollments/Resources

5.1 How many students per section are expected to enroll in this proposed course?

- The expected enrollment for this course is 1-5 students per offering.

5.2 How many sections of this course per academic year will be offered?

- 1 section per semester, 2 sections per academic year

5.3 How many students per academic year are expected to enroll?

- 10 students

5.4 How were these projections calculated? Explain any supporting evidence/data you have for arriving at these projections.

- The Chinese Flagship program currently has over 60 students, and an average of 10 students are taking CHNF 300-level courses. Students must reach advanced proficiency levels in their listening, speaking and reading skills before they are eligible to participate in a Capstone year in China, Taiwan or Defense Language Institute & Middlebury Institute of International Studies at Monterey during their senior year. It takes students about 600 hours to progress from intermediate to advanced proficiency in Chinese. Flagship students must participate in 2-3 hours of compulsory directed tutoring provided by the Chinese Flagship grant.

5.5 Proposed method of staffing:

- The course will be delivered by tutors (100% paid by the Chinese Flagship Grant) under the supervision of existing faculty.

5.6 Instructional technology resources: Adequate

5.7 Library resources: Will this proposed course require the use of library resources (books, journals, reference materials, audio-visual materials, electronic databases, etc.)? NO

If YES, was a [Library Resources Form](#) submitted to the appropriate collection development librarian prior to consideration at the college curriculum level?

Section 6: Proposed term for implementation: First available

Section 7: Supplemental/Supporting Documentation: None.

(Action Item)

Proposal to Create a New Course: CHNF 499 Domain Training in Chinese
Potter College of Arts & Letters
Department of Modern Languages

Section 1: Proponent Contact Information

- 1.1 Name/Title:** Ke Peng/ Associate Professor
- 1.2 Email address:** ke.peng@wku.edu
- 1.3 Phone #:** 270-745-2118

Section 2: Course Catalog Information

- 2.1 Course prefix (subject area) and number:** CHNF 499
- 2.2 Course CIP code:** 16.0301
- 2.3 Course title:** Domain Training in Chinese
- 2.4 Abbreviated Course title:** *Domain Training in Chinese*
- 2.5 Credit hours/Variable credit:** 3/ No
- 2.6 Repeatability:** Repeatable three times for a total of 12 credits.
- 2.7 Course Term:** Is this course intended to span more than a single term? NO
- 2.8 Course Catalog Description:**
Guided project-based learning for Chinese Flagship students in a domain-specific area. Fulfills World Language, with a grade of C or better. Note: Permission of instructor is required.
- 2.9 Prerequisite/Restrictions:** Completion of CHNF302. Permission of instructor is required.
- 2.10 Additional Enrollment Requirements:** N/A
- 2.11 Other Special Course Requirements:** N/A
- 2.12 Grade Type:** a standard A-F final grade
- 2.13 Schedule Type:** Independent Study

Section 3: Description of proposed course

3.1 Course Content Summary:

- Guided and evaluated language learning in a self-directed domain area.
- Help the student to conduct a project or study in his/her domain area through literature review and translation.

3.2 Learning Outcomes:

The student will demonstrate independence and strategic learning in Chinese. He/she will design a feasible project within his/her domain area, and take action to complete all the tasks associated with the project under the supervision of the instructor. S/he will also demonstrate advanced proficiency in the selected content area.

3.3 Assessment/Evaluation:

- A research paper on the student's domain area written in Chinese.

Section 4: Rationale

4.1 Reason for developing this proposed course:

- This proposed course credits Chinese Flagship students' tutoring hours under the supervision of an instructor to work on a domain-specific project with the final product presented in Chinese.
- Naming of the course follows the Pre-Capstone expectations guidelines established by the National Security Education Program.

4.2 Relationship to similar courses offered by other university departments/units:

- Do any other courses already being offered by other university departments/units share content with this proposed course? NO
- Are any of the proposed pre/co-requisites for this course offered by another university department/unit? NO
- If the answer to both questions is NO, simply proceed to item 5.
- If the answer to either of those questions is YES, indicate here who in the affected departments/units was consulted, and the dates of those consultations:

Section 5: Projected Enrollments/Resources

5.1 How many students per section are expected to enroll in this proposed course?

- The expected enrollment for this course is 1-5 students per offering.

5.2 How many sections of this course per academic year will be offered?

- 1 section per semester, 2 sections per academic year

5.3 How many students per academic year are expected to enroll?

- 10 students

5.4 How were these projections calculated? Explain any supporting evidence/data you have for arriving at these projections.

- The Chinese Flagship program currently has over 60 students, and an average of 10 students are taking CHNF 400-level courses. The learner-centered and proficiency-based Chinese Flagship Program curriculum aims to graduate global professionals. It takes students about 1,000 hours to progress from advanced to superior proficiency in Chinese. The Flagship students must participate in 3-5 hours of compulsory directed tutoring provided by the Chinese Flagship grant.

5.5 Proposed method of staffing:

- The course will be delivered by tutors (100% paid by the Chinese Flagship Grant) under the supervision of existing faculty.

5.6 Instructional technology resources: Adequate

5.7 Library resources: Will this proposed course require the use of library resources (books, journals, reference materials, audio-visual materials, electronic databases, etc.)? NO

If YES, was a [Library Resources Form](#) submitted to the appropriate collection development librarian prior to consideration at the college curriculum level?

Section 6: Proposed term for implementation: First available

Section 7: Supplemental/Supporting Documentation: None.

Proposal Date: April 3, 2020

**Potter College of Arts & Letters
Department of Modern Languages
Proposal to Revise Course Repeat Limit
(Action Item)**

Contact Person: Dr. Ke Peng, ke.peng@wku.edu, 270-745-2118

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: CHIN209
- 1.2 Course title: Chinese Learning Lab & Exploratorium I
- 1.3 Credit hours: 1-3

2. Proposed course credit hours: May be repeated for different projects.
Repeatable three times.

3. Rationale for the revision of course repeat limit:

This is an independent study course for individualized Chinese language and cultural studies at the novice and intermediate level; therefore, students should have the option to repeat the course as needed.

4. Proposed term for implementation: First available

5. Dates of prior committee approvals:

Modern Languages Department

04/14/2020

Potter College Curriculum Committee

09/01/2020

Undergraduate Curriculum Committee

Faculty Senate

Proposal Date: April 3, 2020

**Potter College of Arts & Letters
Department of Modern Languages
Proposal to Revise Course Repeat Limit
(Action Item)**

Contact Person: Dr. Ke Peng, ke.peng@wku.edu, 270-745-2118

1. Identification of course:

- 1.1 Current course prefix (subject area) and number: CHIN409
- 1.2 Course title: Chinese Learning Lab & Exploratorium II
- 1.3 Credit hours: 1-3

2. Proposed course credit hours: May be repeated for different projects.
Repeatable three times.

3. Rationale for the revision of course repeat limit:

This is an independent study course for individualized Chinese language and cultural studies at the advanced level; therefore, students should have the option to repeat the course as needed.

4. Proposed term for implementation: First available

5. Dates of prior committee approvals:

Modern Languages Department

04/14/2020

Potter College Curriculum Committee

09/01/2020

Undergraduate Curriculum Committee

Faculty Senate

Proposal to Revise a program: Tourism (*minor*)
College of Health and Human Services
Department/Unit: School of Kinesiology, Recreation & Sport

Section 1: Proponent Contact Information

- 1.1 Name/Title: Raymond Poff, Program Coordinator
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- 1.3 Phone #: 745-2498

Section 2: Program Information

- 2.1 **Classification of Instructional Program (CIP) reference number:** 445
- 2.2 **Current Program title:** Tourism
- 2.3 **Current total number of credits required in the program:** 21

Section 3: Proposed program revisions and rationales

Global rationale for program revision: In Fall semester 2018, while preparing for the CAPE process, the Department of Applied Human Sciences made a strategic decision to discontinue their co-administration of the Tourism minor with the School of Kinesiology, Recreation & Sport (KRS) in order to focus efforts elsewhere in their department. The department head confirmed their continued support of the School of KRS administering the minor, committed continued access to courses taught in their department, and offered to assist the School of KRS as needed. As part of the CAPE process, the Recreation Administration faculty and university committee, supported a 'transformation' recommendation for this program. This program revision is part of our CAPE program transformation process.

- 3.1 **Title change of the minor to Tourism and Events.** The name change is more reflective of similar minors at other universities, matches industry opportunities and nomenclature, and fits well with our WKU and school resources and expertise.
- 3.2 **Revise credit hour requirement: 18 to 24 hours.** A careful review of WKU majors requiring a second major or minor revealed a need to provide more flexibility in the number of hours to help students meet the university requirement of 54 hours between such a major and a minor. This change also provides a higher level of flexibility for all participating students.
- 3.3 **Revise program's catalog description. Revision was made in light of outdated language related to co-administration of the minor. Additionally, the existing description provided very little information about the program and needed an update.**
- 3.4 **Restructure of the four broad areas of the minor. The current minor includes a required/core course section, an HMD course section, a REC course section, and an electives section. The proposed program would include an updated set of required/core courses, a set of tourism courses, a set of event-related courses,**

and a set of electives. The structure was, in part, driven by the review of minors at other universities. This new structure provides greater flexibility, while ensuring all students get exposure to each of the broad areas of Tourism and Events. This revision also included adding/revising the text (instructions) which precedes each set of courses.

- 3.5 Reorganization of courses, which are part of the current program, into new areas.** As seen in Appendices 7.1 and 7.2 many of the minor’s existing courses were reorganized and placed into the revised content area structure (required/core, tourism, events, electives). This reorganization of course placement was necessary to conform with content focus areas and revised direction of the minor.
- 3.6 Add REC 306 Experience Planning and Evaluation.** This course was added to the required/core section of the minor. This course provides students with key, foundational skills applicable to the Tourism and Events industries. Students and future employers will be well served by including this course.
- 3.7 Add REC 484 Advanced Studies in Recreation.** This course was added to each of section of the minor to provide flexibility, increased opportunity for student scholarly activity, and an opportunity for specialized content catered to the student needs. The course can only be used once in the minor.
- 3.8 Add SPM 305 Sport Event Management.** This course was added to the events section of the minor based on its content relevance and role in the industry.
- 3.9 Add four courses to the electives section:** The following courses were added to the electives section of the minor due to content relevance, industry-support content, increase flexibility, and include student interest areas. These courses included: REC 330 Foundations of Outdoor Recreation; SPM 404 Sport Facility Management; MKT 220 Basic Marketing Concepts; and MKT 325 Personal Selling.
- 3.10 Deletion/removal of courses.** Ten courses in the current minor were not placed into the proposed program for a variety of reasons. HMD 151, 276; and REC 302 didn’t fit the revised content focus well enough. HMD 313 was removed based primarily on administrative considerations; needs can be met through REC 493. REC 424, GEOG 481 were not included due to infrequency of course offerings. MKT 321, 323, 326, 328 were removed due to prerequisites/availability/matching focus; Dr. Forbes (Dept. of Marketing) concurred.

Section 4: Consultations: do any of the proposed revisions in section 3 above could be seen as involving, or in any way impacting another department/unit? **YES**

Revision	Proposed Action	Person Contacted	Date	Response
3.8 & 3.9	Addition of SPM course	Paula Upright	08/20/2020	08/20/2020
3.9	Addition of MKT courses	Lukas Forbes	08/20/2020	08/20/2020
3.10	Deletion of courses	Lukas Forbes, Fred Siewers, Travis Wilson	08/20/2020	---

Section 5: Proposed term for implementation: Fall 2021

Section 6: Approval Flow Dates:

Proposing department/unit: School of KRS
CHHS College Curriculum Committee:
Undergraduate Curriculum Committee:
University Senate

Date Approved:

08/20/20

09/04/2020

Section 7: Required Appendices: Current & proposed program descriptions:

7.1 Follows on remaining pages

7.2 Follows on remaining pages

7.1 Current Program Description:

Tourism, Minor, Program Requirements (21 hours)

The minor in tourism is an interdisciplinary program between Hospitality Management & Dietetics (HMD) and Recreation Administration (REC). The minor in tourism requires a minimum of 21 hours.

		Credits
HMD 271	Tourism Planning and Development	3
HMD 373	Hospitality and Tourism Marketing	3
REC 420	Recreation and Tourism	3
REC 480	Travel-Based Learning in Recreation and Tourism	3
or REC 493	Recreation Practicum	

Select 3 hours of the following:		
HMD 151	Food Science	3
HMD 171	Introduction to Management in the Hospitality Industry	3
HMD 276	Lodging Operations	3
HMD 313	Practicum in Hospitality Management	3
HMD 375	Meeting and Convention Management	3
Select 3 hours of the following:		
REC 302	Recreation Leadership	3
REC 306	Experience Planning and Evaluation	3
REC 404	Recreation Facility Management	3
REC 426	Facility Planning and Design	3
REC 430	Recreation Resource Management	3
REC 480	Travel-Based Learning in Recreation and Tourism	3
REC 493	Recreation Practicum	3
Select 3 hours (not duplicated) of the following:		
HMD 151	Food Science	3
HMD 171	Introduction to Management in the Hospitality Industry	3
HMD 276	Lodging Operations	3
HMD 313	Practicum in Hospitality Management	3
HMD 375	Meeting and Convention Management	3
REC 302	Recreation Leadership	3
REC 306	Experience Planning and Evaluation	3
REC 404	Recreation Facility Management	3
REC 424	Camp and Retreat Center Administration	3
REC 426	Facility Planning and Design	3
REC 430	Recreation Resource Management	3
REC 480	Travel-Based Learning in Recreation and Tourism	3

REC 493	Recreation Practicum	3
GEOG 481	Tourism Geography	3
ENT 312	Entrepreneurship	3
MKT 321	Consumer Behavior	3
MKT 323	Services Marketing	3
MKT 326	Sports Marketing	3
MKT 331	Social Media Marketing	3
MKT 328	Digital Marketing	3
Total Hrs	-	21

7.2 Proposed Program Description:

Tourism and Events, Minor, Program Requirements (18-24 hours)

The Tourism and Events minor prepares students for exciting careers in one of the world's largest industries. These nonprofit, government, and private sector careers are designed to help individuals, families, and communities improve their quality of life. The minor provides flexible options for students and can be completed with 18 to 24 credit hours.

Students will complete 9 hours of Tourism and Event core courses:		Credits
REC 306	Experience Planning and Evaluation	3
REC 420	Recreation and Tourism	3
REC 480	Travel-Based Learning in Recreation and Tourism	3
or REC 493	Recreation Practicum	3
or REC 484	Advanced Studies In Recreation	3
Students will also complete 9-15 hours as follows:		
3-9 hours (unduplicated) from these tourism courses.		
HMD 171	Introduction to Management in the Hospitality Industry	3
HMD 271	Tourism Planning and Development	3
HMD 373	Hospitality and Tourism Marketing	3
REC 480	Travel-Based Learning in Recreation and Tourism	3
REC 484	Advanced Studies In Recreation	3
3-9 hours (unduplicated) from these events courses.		
HMD 375	Meeting and Convention Management	3
HMD 475	Advanced Hospitality Event Planning	3
SPM 305	Sport Event Management	3
REC 480	Travel-Based Learning in Recreation and Tourism	3
REC 484	Advanced Studies In Recreation	3
3-9 hours (unduplicated) from these electives.		
REC 330	Foundations of Outdoor Recreation	3
REC 404	Recreation Facility Management	3
REC 426	Facility Planning and Design	3
REC 430	Recreation Resource Management	3
REC 434	Resource Interpretation	3
REC 480	Travel-Based Learning in Recreation and Tourism	3
REC 484	Advanced Studies In Recreation	3
REC 493	Recreation Practicum	3
SPM 404	Sport Facility Management	3
ENT 312	Entrepreneurship	3
MKT 220	Basic Marketing Concepts	3
MKT 325	Personal Selling	3
MKT 331	Social Media Marketing	3

VI. Academic Policy Committee Report

Undergraduate Certificate Policy

An undergraduate certificate program must meet the following criteria:

- consist of a minimum of 12 undergraduate credit hours
- ~~be comprised of a minimum of 50% of the hours earned toward the certificate in upper level coursework~~ must include an upper level component of at least 3 hours*
- must not include hidden pre-requisites or co-requisites
- Certificate programs may be substituted for a minor. Beginning fall 2020, certificate programs can be counted in place of a minor if (a) the major and certificate combination consists of at least 50% upper level hours, and (b) the two programs consist of at least 48 unduplicated hours.
- all courses earned toward the certificate must be letter graded except for those courses exclusively offered as pass/fail, which can encompass no more than 25% of the certificate program
- Academic certificate programs eligible for federal financial aid are subject to the United States Department of Education (DOE) Gainful Employment regulations. Academic units wishing to offer such certificate programs must first consult with the WKU Office of the Provost to ensure that all DOE Gainful Employment regulations are met.

* ~~Current certificate programs which require less than 50% upper level coursework will be grandfathered in.~~ Current certificate programs that don't meet this standard will be grandfathered in.

Students may achieve a certificate if the following requirements are met:

- a minimum of 75% of hours earned toward the certificate are earned at WKU
- a minimum GPA of 2.0 must be earned in total course work required for the certificate program, in addition to a minimum cumulative 2.0 GPA and a minimum 2.0 GPA earned in WKU coursework
- students must apply for the certificate the semester prior to completion
- only hours appearing on the undergraduate transcript may be counted toward undergraduate certificates

VII. Steering Committee Report

VIII. Announcements

IX. Adjourn