

REQUEST TO COLLEGE CURRICULUM COMMITTEE FOR CURRICULAR IMPROVEMENTS

DEPARTMENT: FCS PROPOSED EFFECTIVE SEMESTER: Fall 2016 COLLEGE: CEHD

PROPOSED IMPROVEMENTS

Academic Program

- ☐ New degree*
☐ New major*
☐ New curriculum*
☐ New concentration*
☐ New certificate
☐ New minor
☐ Revised major
☐ Revised minor
☐ Admission requirements
☐ Graduation requirements
☐ Deletion ☐ Transfer
☐ Other (explain**)

Substantive Course Changes

- ☐ New course
☐ Pre or Co-requisites
☐ Deletion (required by others)
☐ Course #, different level
☐ Credit hours
☐ Enrollment restriction
☐ Course-level restriction
☐ Prefix ☐ Title and description
 (attach current & proposed)
☐ General education (select one)
 Not Applicable
☐ Other (explain**)

Misc. Course Changes

- ☐ Title
☐ Description (attach current & proposed)
☐ Deletion (not required by others)
☐ Course #, same level
☐ Variable credit
☐ Credit/no credit
☐ Cross-listing
☐ COGE reapproval
☒ Other (explain**)

** Other: Change 5 courses (FCS 1490, 1560, 2540, 2560, 3540) from repeatable for credit to NOT repeatable for credit.

Title of degree, curriculum, major, minor, concentration, or certificate: Pre-Interior Design & Interior Design majors

Existing course prefix and #: Proposed course prefix and #: Credit hours:

Existing course title:

Proposed course title:

Existing course prerequisite & co-requisite(s):

Proposed course prerequisite(s)

If there are multiple prerequisites, connect with "and" or "or". To remove prerequisites, enter "none."

Proposed course co-requisite(s)

If there are multiple corequisites, they are always joined by "and."

Proposed course prerequisite(s) that can also be taken concurrently:

Is there a minimum grade for the prerequisites or corequisites?

The default grades are D for undergraduates and C for graduates.

Major/minor or classification restrictions:

List the Banner 4 character codes and whether they should be included or excluded.

For 5000 level prerequisites & corequisites: Do these apply to: (circle one) undergraduates graduates both

Specifications for University Schedule of Classes:

a. Course title (maximum of 30 spaces):

b. Multi-topic course: ☐ No ☐ Yes

* c. Repeatable for credit: ☒ No ☐ Yes

d. Mandatory credit/no credit: ☐ No ☐ Yes

e. Type of class and contact hours per week (check type and indicate hours as appropriate)

1. ☐ Lecture

2. ☐ Lab or discussion

3. ☐ Lecture/lab/discussion

4. ☐ Seminar or ☐ studio

5. ☐ Independent study

6. ☐ Supervision or practicum

CIP Code (Registrar's use only):

Chair/Director

Date

Chair, College Curriculum Committee

Date

Dean

Date: 10-5-15 Graduate Dean:

Date

Curriculum Manager: Return to dean ☐ Date

Forward to:

Date

Chair, COGE/ PEB / FS President

Date

FOR PROPOSALS REQUIRING GSC/USC REVIEW:

* ☐ Approve ☐ Disapprove

Chair, GSC/USC

Date

* ☐ Approve ☐ Disapprove

Provost

Date

RECEIVED

SEP 09 2015

College of Education and
Human Development

1. Explain briefly and clearly the proposed improvement.

It was brought to the FCS Dept's attention that we needed to change 5 courses (FCS 1490, 1560, 2540, 2560, 3540) from repeatable for credit to NOT repeatable for credit. These courses had been erroneously coded as repeatable for credit during the last curricular changes to these courses in 2012. (See attached for documentation of this and permission from the registrar's office to use a single form to make this change to these 5 courses).

2. Rationale. Give your reason(s) for the proposed improvement. (If your proposal includes prerequisites, justify those, too.)

Correction of error noted in #1. This will allow students needing to re-take these courses to use the higher grade of the times the course is successfully completed, as it should have been, and was before the error made in 2012.

3. Effect on other colleges, departments or programs. If consultation with others is required, attach evidence of consultation and support. If objections have been raised, document the resolution. Demonstrate that the program you propose is not a duplication of an existing one.

No effect on other colleges, departments or programs; change is internal

4. Effect on your department's programs. Show how the proposed change fits with other departmental offerings.

No effect. Makes these courses consistent with other major content Interior Design courses.

5. Effects on enrolled students: Are program conflicts avoided? Will your proposal make it easier or harder for students to meet graduation requirements? Can students complete the program in a reasonable time? Show that you have considered scheduling needs and demands on students' time. If a required course will be offered during summer only, provide a rationale.

No program conflicts. Change will potentially make it easier for students to meet graduation requirements when a re-take of one of these courses is desired.

6. Student or external market demand. What is your anticipated student audience? What evidence of student or market demand or need exists? What is the estimated enrollment? What other factors make your proposal beneficial to students?

NA

7. Effects on resources. Explain how your proposal would affect department and University resources, including faculty, equipment, space, technology, and library holdings. Tell how you will staff additions to the program. If more advising will be needed, how will you provide for it? How often will course(s) be offered? What will be the initial one-time costs and the ongoing base-funding costs for the proposed program? (Attach additional pages, as necessary.)

NA

8. General education criteria. For a general education course, indicate how this course will meet the criteria for the area or proficiency. (See the General Education Policy for descriptions of each area and proficiency and the criteria. Attach additional pages as necessary. Attach a syllabus if (a) proposing a new course, (b) requesting certification for baccalaureate-level writing, or (c) requesting reapproval of an existing course.) NA

9. List the learning outcomes for the proposed course or the revised or proposed major, minor, or concentration. These are the outcomes that the department will use for future assessments of the course or program. No change

10. Describe how this curriculum change is a response to assessment outcomes that are part of a departmental or college assessment plan or informal assessment activities. Problem came to the dept's attention when a student re-took one of these courses, and improved the grade, but both grades were still being calculated to determine cumulative GPA.

11. (Undergraduate proposals only) Describe, in detail, how this curriculum change affects transfer articulation for Michigan community colleges. For course changes, include detail on necessary changes to transfer articulation from Michigan community college courses. For new majors or minors, describe transfer guidelines to be developed with Michigan community colleges. For revisions to majors or minors, describe necessary revisions to Michigan community college guidelines. Department chairs should seek assistance from college advising directors or from the admissions office in completing this section. NA

From: "Laura R Ciccantell"

<laura.ciccantell@wmich.edu>

To: "Gary H Bischof" <gary.bischof@wmich.edu>, "Mary Beth Kennedy Janssen"

<marybeth.kjanssen@wmich.edu>

Cc: "Kelley Oliver" <kelley.oliver@wmich.edu>, "Carrie A Cumming" <carrie.cumming@wmich.edu>, "shannon myers" <shannon.myers@wmich.edu>, "Carol Reid" <carol.reid@wmich.edu>, "Christopher C Cheatham" <chris.cheatham@wmich.edu>

Sent: Friday, May 15, 2015 10:00:27 AM

Subject: ITD classes that are in Banner as "repeatable for credit"

Dear Gary and Mary Beth,

I need to let you know about a curriculum issue with FCS 1490, 1560, 2560, 2540, and 3540. All 5 of these classes are listed in Banner as "repeatable for credit" which means that students will receive credit each time they take one of those classes. Repeatable for credit is meant to be used for "topics" classes, like FCS 2050, where students might take multiple topics under the same course number and need to receive credit and grades for each course. Classes that are repeatable for credit are not eligible for the University retake policy, which only counts the credits and grade for the last attempt of a course.

Shannon discovered the problem this week when she was contacted by [REDACTED] because both grades for FCS 2560 [Fall 2013 (E) and Fall 2014 (B)] are being calculated into her GPA when she (and we) expected that the B would replace the E in her GPA. Carrie confirmed that FCS 2560 is repeatable for credit and both grades will remain in her GPA.

And, I found curriculum proposals for FCS 1560, 2560, 2540, and 3540 that were effective for Fall 2012 that do have the "repeatable for credit" box checked on the proposal (proposals CoEHD 285, 286, 287, 288 from Fall 2011).

I believe that the faculty do not intend for students to take any of these classes more than once for credit and that checking

this box was a mistake. Curriculum proposals will have to be submitted to change the designation on the classes for Fall 2016, please. It's possible that all the classes can be listed on one curriculum proposal if the only change is the "repeatable for credit," but Kelley Oliver can provide more information on that process.

Carrie/Kelley--in the meantime, is there any way that the program coordinator (Mary Beth), the chair (Gary), and the dean (Chris) can authorize an exception for Brandie or get the change made now?

Thanks,
Laura

Laura Ciccantell, Director
Office of Undergraduate Advising | College of Education
and Human Development
Western Michigan University | 1903 W. Michigan Ave. |
2421 NEW Sangren Hall
Kalamazoo, MI 49008-5275
phone: 269-387-3479 | fax: 269-387-3736
www.wmich.edu/education/advising
<http://www.facebook.com/WMU.CoEHD.Advising>

Connectedness | Relator | Deliberative | Includer |
Individualization

--

Gary H. Bischof, PhD
Professor & Chair
Dept of Family & Consumer Sciences
1903 W. Michigan Ave
Kalamazoo, MI 49008-5322
Ofc:(269) 387-3713

WMU Webmail Plus

bischofg@wmich.edu

Re: ITD classes that are in Banner as "repeatable for credit"

From : Kelley Oliver <kelley.oliver@wmich.edu>

Mon, May 18, 2015 08:13 AM

Subject : Re: ITD classes that are in Banner as "repeatable for credit"**To :** Gary H Bischof <gary.bischof@wmich.edu>**Cc :** Carol Reid <carol.reid@wmich.edu>, Christopher C Cheatham <chris.cheatham@wmich.edu>, Mary Beth Kennedy Janssen <marybeth.kjanssen@wmich.edu>, Laura R Ciccantell <laura.ciccantell@wmich.edu>, Shannon M Rauner <shannon.myers@wmich.edu>, Carrie A Cumming <carrie.cumming@wmich.edu>, Dave Reinhold <david.reinhold@wmich.edu>, Mallory J Bourdo <mallory.bourdo@wmich.edu>

If the only change is to change each course from repeatable to non-repeatable, one proposal will be fine.

If you have questions, please let me know.

Kelley

Kelley Oliver

Associate Registrar

Western Michigan University

Kalamazoo, MI 49008

Phone: (269) 387-3869

From: "Gary H Bischof" <gary.bischof@wmich.edu>**To:** "Carrie A Cumming" <carrie.cumming@wmich.edu>, "Dave Reinhold" <david.reinhold@wmich.edu>**Cc:** "Kelley Oliver" <kelley.oliver@wmich.edu>, "Carol Reid" <carol.reid@wmich.edu>, "Christopher C Cheatham" <chris.cheatham@wmich.edu>, "Mary Beth Kennedy Janssen" <marybeth.kjanssen@wmich.edu>, "Laura R Ciccantell" <laura.ciccantell@wmich.edu>, "Shannon M Rauner" <shannon.myers@wmich.edu>**Sent:** Friday, May 15, 2015 12:08:52 PM**Subject:** Re: ITD classes that are in Banner as "repeatable for credit"

Hi All,

Thanks for the clarification on this and for bringing this error to our attention. We will submit curriculum course changes to correct these.

A couple questions:

1. Can all of these be put on one curriculum change form as Laura mentioned or do we need to do a separate one for each course?

2. Carrie--can you send me a private email on who from the FCS dept confirmed that these should be repeatable for credit.

Current Catalog

FCS 1490 - Design Communication I: Architectural Drawing

Introduction to the tools and techniques to enable the student to read, compose, and create architectural drawings related to interior design and construction.

Credits: 3 hours

Restrictions: This course is restricted to majors in interior design, and majors or minors in industrial tech.

When Offered: Fall

FCS 1560 - Introduction to Design Theory and History

An introductory overview of design history and how movements in art, architecture and industrial design have influenced the articulation of interior space over the centuries. Emphasis will be placed on research projects and classroom discussions.

Credits: 3 hours

Notes: May be repeated for credit.

When Offered: Spring

FCS 2540 - Materials for Interiors: Hard Finishes

A study of products and finishing materials for the interior environment which considers basic materials, manufacturing processes and the generic characteristics of goods specified by the interior designer.

Prerequisites & Corequisites: Prerequisites: FCS 1490, FCS 1500, and FCS 1570.

Credits: 3 hours

Restrictions: Restricted to majors in Interior Design and Pre-Interior Design.

Notes: May be repeated for credit.

When Offered: Fall

Proposed Catalog

FCS 1490 - Design Communication I: Architectural Drawing

Introduction to the tools and techniques to enable the student to read, compose, and create architectural drawings related to interior design and construction.

Credits: 3 hours

Restrictions: This course is restricted to majors in interior design, and majors or minors in industrial tech.

When Offered: Fall

FCS 1560 - Introduction to Design Theory and History

An introductory overview of design history and how movements in art, architecture and industrial design have influenced the articulation of interior space over the centuries. Emphasis will be placed on research projects and classroom discussions.

Credits: 3 hours

When Offered: Spring

FCS 2540 - Materials for Interiors: Hard Finishes

A study of products and finishing materials for the interior environment which considers basic materials, manufacturing processes and the generic characteristics of goods specified by the interior designer.

Prerequisites & Corequisites: Prerequisites: FCS 1490, FCS 1500, and FCS 1570.

Credits: 3 hours

Restrictions: Restricted to majors in Interior Design and Pre-Interior Design.

When Offered: Fall