#### School of Family Studies and Human Services

CHANGE: Personal Financial Planning (PFP) Graduate Certificate

CHANGE FROM:	CHANGE TO:
FSHS 624 Fundamentals of Family Financial Planning	FSHS 760 Families, Employment Benefits, &
(3)	Retirement Planning (3)
FSHS 760 Families, Employment Benefits, &	FSHS 762 Investing for the Family's Future (3)
Retirement Planning (3)	FSHS 764 Estate Planning for Families (3)
FSHS 762 Investing for the Family's Future (3)	FSHS 766 Insurance Planning for Families (3)
FSHS 764 Estate Planning for Families (3)	FSHS 772 Personal Income Taxation (3)
FSHS 766 Insurance Planning for Families (3)	FSHS 836 Financial Planning Case Studies (3)
FSHS 772 Personal Income Taxation (3)	

Rationale: The CFP Board of Standards, Inc. is the regulatory organization that grants the CFP® certification. The CFP Board has recently changed the education requirements that qualify a candidate to sit for the CFP Board's CFP® Certification Examination. Beginning January 2012, candidates will be required to complete a financial plan development course that includes the development of a written financial plan and an oral presentation of the financial plan. The Personal Financial Planning (PFP) Graduate Certificate does not currently include this course as a requirement. The purpose of this change in the Personal Financial Planning Graduate Certificate is to delete FSHS 624 Fundamentals of Financial Planning and replace it with FSHS 836 Financial Planning Case Studies, which already exists. This change will bring the GPIDEA PFP Graduate Certificate into compliance with the CFP Board of Standards, Inc. academic requirements.

**Effective Date**: Spring 2012

**Impact:** None

#### NON-EXPEDITED CURRICULUM CHANGES TO THE MASTERS OF ARCHITECTURE PROGRAM—EFFECTIVE SPRING 2012

Courses in **Bold** are for the Graduate level program.

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<sup>\*</sup>A minimum of twenty-four (24) general elective credits must be taken outside of the College of Architecture, Planning and Design. General electives may be taken in pursuit of a minor. They may be taken any time prior to or during the Architecture program and may include KSU approved AP, IB, CLEP and transfer credit. General electives may include KSU approved extracurricular work as allowed by university regulations; see http://catalog.k-state.edu/content.php?catoid=13&navoid=1410&returnto=search#cred\_for\_extr. Students may not count more than three (3) total hours of recreation credits toward graduation.

(Current list of courses for the curriculum, curriculum

From:

\*\* The M.Arch degree requires twenty-four (24) hours of professional support (PSE) electives, twelve (12) for undergraduate credit and twelve (12) for graduate credit. Of the undergraduate credits, at least three (3) hours must be planning elective credits; the other nine (9) are usually fulfilled in the 8th semester as part of the 4<sup>th</sup> year study options. At least six (6) hours of the graduate level PSE must be architecture seminars. See the M. Arch Handbook for further details. Students may not count more than three (3) total hours of department approved extracurricular PSE credits (such as Oz, NOMAS, Plot Club etc.) toward graduation.

The K-State 8 General Education areas a re co vered by course s required in the Architecture curr iculum. Information about the K-State 8 is available at http://www.k-state.edu/kstate8/index\_isis.htm

(Proposed list of courses for the curriculum, curriculum

The K-State 8 General Education areas are c overed by courses required in the Architecture curriculum. Information about the K-State 8 is available at http://www.k-state.edu/kstate8/index\_isis.htm and in

<sup>\*</sup>A minimum of twenty-eight (28) general elective credits must be taken outside of the College of Architecture, Planning and Design. General electives may be taken in pursuit of a minor. They may be taken any time prior to or during the Architecture program and may include KSU approved AP, IB, CLEP and transfer credit. General electives may include KSU approved extracurricular work as allowed by university regulations; see http://catalog.k-state.edu/content.php?catoid=13&navoid=1410&returnto=search#cred\_for\_extr. Students may not count more than three (3) total hours of recreation credits toward graduation.

<sup>\*\*</sup>The M.Arch degree requires twenty-four (24) hours of professional support (PSE) electives, twelve (12) for undergraduate credit and twelve (12) for graduate credit. Of the undergraduate credits, at least three (3) hours must be planning elective credits; the other nine (9) are usually fulfilled in the 8th semester as part of the 4<sup>th</sup> year study options. At least six (6) hours of the graduate level PSE must be architecture seminars. See the M. Arch Handbook for further details. Students may not count more than three (3) total hours of department approved extracurricular PSE credits (such as Oz, NOMAS, Plot Club etc.) toward graduation.

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Courses listed in Bold type in the  $5^{\text{th}}$  year represent those hours required within the Graduate program.

Courses listed in Bold type in the  $5^{\text{th}}$  year represent those hours required within the Graduate program.

#### NON-Expedited GRADUATE Curriculum Change

#### COLLEGE OF VETERINARY MEDICINE

**Veterinary Medicine** 

Veterinary Biomedical Sciences

# **Veterinary Biomedical Science** (M.S.)

The Masters of Veterinary Biomedical Science
Degree is a College of Veterinary Medicine—
based program leading to an MS degree.
Graduate study may be inter—disciplinary or
focused in one of the three participating
disciplines: Anatomy & Physiology; Clinical
Sciences; Pathobiology. Each student's
program will be designed by his/her
supervisory committee to support the
student's thesis project, educational and
career goals.

#### **Admission**

To be admitted with full standing, the applicant must have either an average of B or better in the junior and senior undergraduate vears or a veterinary medical degree from an approved institution. Adequate undergraduate preparation in the proposed field is essential. Applicants must complete a minimum of 30 hours of credit, which includes 6 to 12 hours of research credit. A student who has less than a B average, based on individual merit, may be admitted on probationary status. Full standing is attained automatically upon completion of at least 9 hours of course work for graduate credit with grade of B or better and upon the removal of any deficiency which was specified at the time of admission. International students must have a health certificate, demonstrated evidence of financial support if not support by a departmental assistantship and

# Veterinary Biomedical Sciences Master's Degree Program

The Veterinary Biomedical Sciences (VBS) program is a College of Veterinary Medicine-based program leading to a Master's (MS) degree. This program is governed by the rules and regulations adopted by the University Graduate Faculty and the Graduate Council as set forth in the Graduate Faculty Handbook and by additional program policies established by the Graduate Faculty in the College of Veterinary Medicine.

# GENERAL PROGRAM INFORMATION

#### **Areas of Emphasis**

Three Areas of Emphasis have been established within the Veterinary Biomedical Sciences program: Anatomy and Physiology, Clinical Sciences, and Pathobiology. Information about each Area of Emphasis can be found below.

#### **Credit Requirements**

A minimum of 30 semester hours of credit is required for completion of the Veterinary Biomedical Sciences MS Degree.

#### Regular MS Students

Students with a bachelor's degree must complete a minimum of 30 semester hours of credit.

Dual-Degree DVM/MS Students
Students with a bachelor's degree who are
concurrently pursuing the DVM degree at Kansas
State University may apply up to 12 hours of credit
from relevant courses in the veterinary curriculum
toward both the DVM degree and the 30 semester
hours of credit required for the MS degree
provided that the grades in these courses are
consistent with Graduate School requirements.
The specific courses from the veterinary medicine
degree transcript for which credits are being

acceptable scores on the Test of English as a Foreign Language (TOEFL).

Students applying to the disciplines of Anatomy and Physiology and Pathobiology are encouraged to have completed undergraduate coursework in areas such as animal science, microbiology, biology, biochemistry/pharmacology, genetics and food science with training in biology and biochemistry being especially important.

Students admitted to the discipline of Clinical Sciences have typically completed a doctor of veterinary medicine degree or its equivalent. Applicants currently enrolled in the professional veterinary curriculum or those holding a baccalaureate degree will be considered on an individual basis.

#### **Application for Admission**

Applications are considered on a regular basis either as positions become available in research programs within each department or early in the calendar year for admission for the fall semester. Teaching and research assistantships are awarded on the basis of merit and availability, using the same criteria used for admission decisions. All students offered admission are considered for financial support.

Application information is available either from the Graduate School, Office of Associate Dean for Research and Graduate Programs, College of Veterinary Medicine or the CCVM graduate program heads. Applications should be made by February 1st for admission to the program in a fall semester.

#### Master's degree requirements

Requirements for graduate admission, credit requirements and continued enrollment in

<u>claimed must be listed on the program of study</u> under the transfer credit(s) section.

#### Post DVM Students

Students with a veterinary medicine degree may apply up to 12 hours of credit from the veterinary medicine degree transcript toward the 30 semester hours of credit required for the MS degree provided that the grades are consistent with Graduate School requirements and the courses are relevant to the program of study.

#### **Program Options and Research Credits**

The Veterinary Biomedical Sciences MS degree program offers three different academic plans:

#### Thesis

As part of the degree program requirements the student will complete 6-12 credit hours of research and will write and defend a thesis as the culminating experience for the degree.

#### Report

As part of the degree program requirements the student will complete 2 credit hours of a specified research project or a specified problem in the major field. The student will write and submit a report on the research project or identified problem as the culminating experience for the degree.

Non-Thesis/Non-Report (coursework)
The student's degree program will consist of course work only, but will include evidence of scholarly efforts, such as term papers, as determined by the committee. This option is not available in the Clinical Sciences Area of Emphasis.

#### **Admission Requirements**

In order to be considered for admission in the Veterinary Biomedical Sciences, the applicant must FIRST identify, contact, and be accepted by a graduate faculty member within one of the three areas of emphasis: Anatomy and Physiology, Clinical Sciences or Pathobiology. Once the student has been accepted by a graduate faculty mentor, the student should submit application materials as follows to the Director of the Veterinary Biomedical Sciences MS program, 106 Coles Hall.

- Online application to Graduate School
- Statement of Objectives
- Official transcripts of all college coursework completed

the Master's degree programs in the College of Veterinary Medicine are in accordance with those of the Graduate School at Kansas State University. The GRE is required for all three disciplines. A minimum of 30 semester hours of credit including 6 to 12 semester hours of thesis research credit are required. Additional requirements: Anatomy & Physiology requires 2 Seminar presentations (AP803); Clinical Sciences requires 1-2 Seminar presentations (CD 859); Pathobiology requires 2 Seminar presentations (DMP 870). Applicants with a bachelor's degree who are concurrently pursuing a DVM degree may apply 12 hours from relevant courses towards both the Master's and DVM degrees. Only two 500level courses (6 hours total) may be used for an M.S. degree. A significant majority of course work (at least 60 per cent) should be at the 700 level or higher. Only 3 hours of problems or individualized study may apply toward the M.S. degree. Successful completion of a final oral or comprehensive written examination, or both, is required of all master's degree candidates. The final examination is administered by the supervisory committee and may include defense of the thesis and/or a testing of the student's understanding of the field of study.

Subject to the approval of the graduate discipline, the candidate may choose one of the following program options: (1) a minimum of 30 semester hours of graduate credit including a master's thesis of 6 to 12 semester hours; (2) a minimum of 30 semester hours of graduate credit including a written report of 2 semester hours either of research or of problem work on a topic in the major field; or (3) a minimum of 30 semester hours of graduate credit in course work only, but including evidence of scholarly effort such as term papers or production of creative

- GRE scores
- Three letters of recommendation

<u>International applicants must also submit the following:</u>

- TOEFL scores
- Affidavit of Financial Support form

Applications will be considered on a rolling basis and admission will follow deadlines set forth by the Kansas State University Graduate School.

#### **AREAS of EMPHASIS**

#### <u>Anatomy and Physiology Area of</u> Emphasis

<u>Link heading to:</u> http://catalog.kstate.edu/content.php?catoid=2&navoid=110

The Anatomy and Physiology Area of Emphasis is administered by the Graduate Faculty and Ancillary Graduate Faculty in the Department of Anatomy and Physiology.

#### **Description**

The primary goal of graduate study in the Anatomy and Physiology Area of Emphasis is to prepare students for academic positions in various health science-related institutions such as Colleges of Veterinary Medicine and Schools of Medicine and Dentistry, as well as positions in industry and agribusiness. Epithelial physiology, stem cell biology and cancer, cardiopulmonary physiology, immunophysiology, neuroscience and pharmacology are major themes of research in the department. Specific areas of interest include cell signaling, epithelial cell solute transport. comparative exercise physiology, food animal immunophysiology, molecular biology of membranes, mechanisms of stress phenomena, molecular genetics and gene mapping, neural control of cardiovascular function, and pathophysiology of microcirculation. Research laboratories are equipped with state-of-the-art facilities, equipment, and instruments to provide excellent opportunities for basic and applied research. Adjunct faculty members from other departments comprise a strong ancillary support group.

#### **Course Requirements**

Anatomy and Physiology Seminar (AP 803) for two semesters. (1 credit hour per semester)

Additional courses according to the desires of the

work, as determined by the student's supervisory committee. Decisions on each option will be made by the student's supervisory committee in consultation and approval by the student's advisor.

A graduate student may be denied continued enrollment in the university in case of: i) failure to satisfy conditions necessary for removal of probationary status, ii) accumulation of 6 or more semester hours of work with grades less than B, or grade point average less than 3.0, iii) demonstrable lack of diligence in meeting published degree requirements, iv) failure to acquire mastery of the methodology and content of one's field sufficient to complete a successful thesis.

Before the end of the second semester of graduate study, the student must file with the Graduate School a "program of study" that serves as a planning document. The student's program of study is prepared with the assistance of a supervisory committee consisting of the major advisor and two other graduate faculty members. The program is subject to the approval of the dean of the Graduate School upon recommendation of the student's supervisory committee and the Director of Graduate Studies. The program may be modified on further recommendation of the supervisory committee and the approval of the graduate dean.

Successful completion of a final oral examination or comprehensive written examination, or both, shall be required of all master's degree candidates, the specific form being determined by individual programs. The final examination is administered by the student's supervisory committee and may include a defense of the thesis or report, an interpretation of other scholarly products, or

student, the major professor and the student's supervisory committee.

#### **Seminar Requirements**

The student will present two seminars in addition to his or her oral defense/examination. The seminars will provide partial fulfillment of the course requirements for Anatomy and Physiology Seminar (AP 803).

#### <u>Clinical Sciences Area of</u> Emphasis

<u>Link heading to:</u> http://catalog.kstate.edu/content.php?catoid=2&navoid=121

The Clinical Sciences Area of Emphasis is administered by the Graduate Faculty in the Department of Clinical Sciences.

#### **Description**

The primary goal of graduate study in the Clinical Sciences Area of Emphasis is to prepare students for careers in teaching, research, or service in a clinical specialty area or research and development program. Training in planning research projects and writing research proposals provides students the ability to function with teams of scientists from the fields of biomedical and clinical sciences. The student's experience in teaching and literature study will form the basis for development of future teaching and research programs within his or her discipline. After completing graduate work the student will be better prepared to conduct research both independently and as a team member. The department, along with the Veterinary Medical Teaching Hospital, has modern facilities and equipment for both basic and applied studies.

The Clinical Sciences area of emphasis for the Veterinary Biomedical Science master's program can include graduate students, dual-degree students enrolled in the professional curriculum of the Veterinary College at Kansas State University, or concurrent

a testing of the student's understanding of the field(s) of study. The option for the final examination must be approved by the student's supervisory committee and his/her major professor.

If a student's program of study includes any course credits more than six years old at the time the student is about to complete all degree requirements, the final master's examination will normally include an examination over the body of course work listed on the program of study. The form and content of this competency examination is determined by each master's program, which may impose additional requirements for revalidating the student's competency in the supporting course work. Exceptions to this policy may be sought from the Dean of the Graduate School in a master's program for which such a revalidation examination may be inappropriate.

All theses, reports and dissertations will be submitted electronically. Guidelines and templates for electronic submission are available on the Graduate School website at www.k-state.edu/grad/etdr/index.htm. An ETDR submission fee of \$100 will be added to the student's university account. This fee replaces the previous binding fee and printing costs. If the student wants personal bound copies of the thesis, the process for that can be found at <a href="http://www.k-state.edu/grad/etdr/bound.htm">http://www.k-state.edu/grad/etdr/bound.htm</a>.

residency-graduate programs.

#### Course requirements

A minimum of 3 hours of credit in a statistics course.

<u>Clinical Sciences Seminar (CS 859 or another</u> seminar course as approved by the supervisory committee) for a minimum of one semester.

Additional courses according to the desires of the student, the major professor and the student's supervisory committee.

#### **Seminar Requirements**

The student will present a minimum of 1 seminar in addition to his or her oral defense/examination. The seminar will provide partial fulfillment of the course requirements for Clinical Sciences Seminar (CS 859 or another seminar course as approved by the supervisory committee).

#### Off Campus Research

In selected cases a student may conduct extensive research and training off campus. These activities must be approved by the candidate's supervisory committee in advance.

#### Pathobiology Area of Emphasis

Link header to: http://catalog.kstate.edu/content.php?catoid=2&navoid=155

The Pathobiology Area of Emphasis is administered by the Graduate Faculty and Ancillary/Adjunct Graduate Faculty in the Department of Diagnostic Medicine/Pathobiology.

#### Description

The primary goal of graduate study in the Pathobiology Area of Emphasis is to prepare students for careers in teaching, research, or service in academic institutions, industries, or in state and federal agencies. The graduate study in Pathobiology is an interdepartmental and interdisciplinary program with faculty involved in the study of the epidemiology, diagnosis, pathogenesis, and prevention/control of infectious, metabolic, and parasitic diseases of animals and humans. In addition, the program has faculty with expertise in topics related to food safety and security, public health and zoonosis, and cancer biology. Opportunities exist to work towards the Master's degree in the areas of bacterial and viral

pathogenesis, clinical and anatomic pathology, epidemiology, immunology, parasitology, toxicology, cancer biology, and food safety and security. The Pathobiology graduate program is sufficiently diverse to provide the critical mass and cross-disciplinary interactions necessary to offer high quality graduate training, yet focused to avoid dilution of resources and conflicts with other graduate programs. The scope and flexibility of the graduate program are notable strengths. Research laboratories are equipped with state-ofthe-art facilities, equipment, and instruments to provide excellent opportunities for basic and applied research. The Diagnostic Laboratory, housed in the department, is fully accredited by the American Association of Veterinary Diagnostic Laboratory Diagnosticians. The Diagnostic Laboratory is internationally recognized for its diagnostic capabilities for many important diseases of food and companion animals. Laboratories and support staff address all aspects of diagnosis from necropsy and histopathology, clinical pathology, serology, toxicology and detection of infectious agents.

#### Course Requirements

Pathobiology Seminar (DMP 870) for two semesters (1 credit hour per semester). One of the seminar courses, with the permission of the student's supervisory committee, could be taken from a different program or department.

Additional courses according to the desires of the student, the major professor and the student's supervisory committee.

#### **Seminar Requirements**

The student will present two seminars in addition to his or her oral defense/examination. The seminars will provide partial fulfillment of the course requirements for Pathobiology Seminar (DMP 870).

Rationale: Because of the inherent academic and research diversity in the three participating disciplines (Anatomy & Physiology, Clinical Sciences, and Pathobiology) in the Veterinary Biomedical Sciences Master's degree program, the creation of programmatic subunits will provide an administrative mechanism insuring that diplomas and transcripts more accurately reflect the student's graduate coursework and research emphasis, which in turn will better reflect their graduate school experience to potential employers. Subunits should be created for each of the Areas of Emphasis (Anatomy & Physiology, Clinical Sciences, and Pathobiology) so that the transcript and diploma will both list the degree: Veterinary Biomedical Sciences MS and the subunit: (specific Area of Emphasis).

Effective Date: Summer 2012

**Impact**: This program is administered completely within the College of Veterinary Medicine. This change will not impact any departments or colleges outside the College of Veterinary Medicine.