Graduate Council Agenda  
March 3, 2015 - 3:30 p.m.  
227 K-State Student Union

1. Opening remarks

2. Minutes of the February 3, 2015 meeting:  
   http://www.k-state.edu/grad/faculty/graduate-council/agendaminutes/2015_2%20min.pdf

3. Graduate School Actions and Announcements

   **Membership Approvals**

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<tr>
<th>Name</th>
<th>Position</th>
<th>Department/program</th>
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<td>Assist. Professor</td>
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<td>Eric Hartman</td>
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4. Academic Affairs Committee – Bill Zhang

   **Graduate Faculty Nominations:**

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<tr>
<td>Mary Jo Anderson</td>
<td>Instructor</td>
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**Course and curriculum issues**

**Expedited Course Changes**

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<td>Global Apparel and Textile Production and Distribution</td>
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**Expedited Course Drops**

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**Expedited Curriculum Changes**

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**Non-Expedited New Courses**

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### Non-Expedited Course Changes

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### Non-Expedited New Curriculum

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### Non-Expedited Curriculum Drops

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5. **Graduate Student Affairs Committee – Robert Larson, Chair**
SECOND READING
- Credit Hours of 999 Research for Doctoral Degrees (PhD & EdD)
The Committee on Planning proposes the following changes to the *Graduate Handbook*.

Chapter 3: The Doctoral Degree
A. Admission and General Requirements
To gain admission to a doctoral program, the student must be approved for admission both by the graduate faculty of the department or interdepartmental program and by the Graduate School.

A Ph.D. is a research-based degree and is awarded to candidates who have demonstrated unique ability as scholars and researchers as well as proficiency in communication. The degree also certifies that the candidate has displayed familiarity and understanding of the subject matter in the discipline and possesses the ability to make original contributions to knowledge.

The Ph.D. requires at least three years of full-time study beyond the bachelor's degree, equivalent to at least 90 semester hours of course work and research credits. The Ed.D. requires 94 hours beyond the baccalaureate, including course work and research credits. Both degrees require a dissertation representing at least 30 hours of research credit for a Ph.D. and 16 hours for an Ed.D. Students who hold a master's degree may request transfer of up to 30 hours of that degree toward either doctoral degree (See section 3.D.6 below). Students who hold professional doctorate degrees (DVM, MD, JD, etc.) may transfer a maximum of 12 graduate credit hours from a professional doctorate degree toward either doctorate degree (See section 3.D.5c). The regulations governing supervisory and examining committees, preliminary and final examinations, and dissertations are the same for both degrees.

FIRST READING
- Graduate Faculty
The Committee on Planning proposes the following changes to the *Graduate Handbook*.

A.2 Procedures for Tenured Faculty, and Faculty in the Probationary Period for a Tenured Position, and Research Faculty
The Graduate Faculty assumes that the University’s procedures for tenuring faculty members, and appointing new faculty to tenure-earning positions, and appointing research faculty are sufficient to identify qualified members of the Graduate Faculty. In the case of an already-tenured faculty member holding the terminal degree or research faculty appointment, or a faculty member in the probationary period for a tenured faculty position who holds the terminal degree, nominations are sent to the Dean of the Graduate School by the head of the nominee’s department or the chairperson of the nominee’s program. In every case, the Graduate Faculty of the department or program must submit a written evaluation of the candidate, including the number of faculty at the nominating session, the number eligible to vote, the
number of votes in favor, the number opposed, and the role in the graduate program to be pursued by the nominee. A copy of the nominee’s curriculum vita should accompany the nomination. The Dean of the Graduate School will appoint the candidate to the Graduate Faculty.

FIRST READING
- Adjunct Graduate Faculty
The Committee on Planning proposes the following changes to the *Graduate Handbook*.

Chapter 5: The Graduate Faculty
D. Special Graduate Faculty Memberships
D.3 Adjunct Professors Faculty
An adjunct faculty member is a person from outside the university who contributes to the University's educational efforts through a courtesy appointment without regular compensation. Payment may be made for classroom instruction, although adjunct faculty members are normally not appointed to serve in the formal teaching program. Individuals may become adjunct members of the faculty by a process defined in the University Handbook. Departments or graduate programs may deem it advantageous to include adjunct faculty as members of their graduate faculties, and may nominate adjunct faculty to be considered for admission to the Graduate Faculty according to procedures outlined elsewhere in Chapter 5 Section A.3 of the Graduate Handbook. Adjunct appointees may not serve as major professors for graduate students, but may serve as co-major professors with a regular member of the graduate faculty.

FIRST READING
- Intellectual Property
The Committee on Planning proposes the following changes to the *Graduate Handbook*.

Chapter 2 Section I
I. THESES AND REPORTS
I.1 General
A master's thesis presents the results of an original investigation of a problem or topic approved by the candidate's supervisory committee. Its purpose is to demonstrate the candidate's ability to conduct original research of a type appropriate to the academic discipline, to analyze the information obtained from the research, and to present the results in a form acceptable to the supervisory committee.

A master's report is generally shorter than a thesis, and it may present the results of a more limited original investigation. Alternatively, it may review the state of a particular scholarly or scientific problem, or especially in the case of professional programs or applied disciplines it may describe a project appropriate to the discipline.
Candidates who undertake a thesis or report should schedule their work to allow sufficient time (at least ten working days) for review by the major professor and the supervisory committee and for making any necessary revisions before proceeding to the final examination.

See Appendix B for more information on theses and reports.

See Appendix R of the Kansas State University Handbook (http://www.k-state.edu/academicpersonnel/fhbook/fhxs-1.html) for a full description of University policies and associated institutional procedures for intellectual property.

With unanimous approval of the supervisory committee, a student majoring in Modern Languages may write a thesis or report in a language other than English, provided that the language is clearly appropriate to the subject matter.

The use of mailed questionnaires to gather material for the thesis is discouraged. If such a method is used, caution should be exercised in the interpretation of data.

I.2 Copies
The candidate must provide a copy of the thesis or report to each member of the supervisory committee and all members of the committee must certify that they have received acceptable copies of the thesis or report before a final examination can be scheduled. A copy of the thesis or report must also be available at the examination.

Following a successful final examination, the candidate must provide an electronic copy of the thesis or report to the Graduate School, which will be deposited with the University Libraries. Theses and reports submitted to the Graduate School must be in final and acceptable form, incorporating any revisions required by the supervisory committee. The final electronic copy must also conform to the stylistic guidelines adopted by the academic unit and to the physical requirements established by the Graduate School, available on the Graduate School website under Requirements and Guidelines for Electronic Theses, Dissertations, and Reports.

Chapter 3 Section K
K. DISSERTATION
A dissertation is required of all candidates for the award of a doctorate degree. Its purpose is to demonstrate the candidate's ability to conduct significant original research of a type appropriate to the academic discipline, to analyze the information obtained from the research, and to present the results in a form acceptable to the supervisory committee. A dissertation must be written in a form appropriate to the discipline. General guidelines about the format of a dissertation appear in Appendix B.

See Appendix R of the Kansas State University Handbook (http://www.k-state.edu/academicpersonnel/fhbook/fhxs-1.html) for a full description of University policies and associated institutional procedures for intellectual property.
The candidate must provide a copy of the dissertation to each member of the final examining committee (see below) at least two weeks before the final examination. Following a successful final examination and approval of the final form of the dissertation by the examining committee, the candidate shall submit an electronic dissertation to the Dean of the Graduate School by the required deadlines associated with the commencement at which the degree is to be conferred.

Appendix B
Section A. General Requirements
The faculty of individual graduate programs should establish policies regarding an appropriate style and general format of dissertations, theses and reports for their students. In the absence of detailed program requirements, the supervisory committee is responsible for specifying the style and general format to be used. Specific format requirements may be found in the current Student Guide for Master's and Doctoral Candidates, available on the Graduate School website under Requirements and Guidelines for Electronic Theses, Dissertations, and Reports.

See Appendix R of the Kansas State University Handbook (http://www.k-state.edu/academicpersonnel/fhbook/fhxs-1.html) for a full description of University policies and associated institutional procedures for intellectual property.

Regardless of the style and format used, a thesis or dissertation must be sufficiently complete to allow an independent investigator to repeat or verify all of the work leading to the author's results and conclusions. In certain cases, when a manuscript prepared for publication is to be used, the terseness or page restrictions required by professional journals may prevent an author from meeting this condition with the publishable manuscript alone. In such cases, the thesis or dissertation must include additional materials that ensure independent reproducibility tables, descriptions of unproductive or unsuccessful explorations, derivations, and so forth.

An abstract, not exceeding 350 words, must accompany each copy of the dissertation, thesis or report. A thesis or dissertation must also include a title page that carries the signature block listing the major professor(s).

All dissertations, theses, and reports are submitted electronically. Details regarding specific requirements are available on the Graduate School website at: http://www.k-state.edu/grad/etdr. Dissertations, theses, and reports are submitted to K-State Research Exchange (KREx). Access to all Electronic Theses, Dissertations, and Reports (ETDR) are available at KREx. KREx is located at: http://krex.k-state.edu/dspace.

Dissertations, theses, and reports may be bound for personal use through Heckman Bindery and Houchen Bindery. Bindery information is available on the Graduate School ETDR website at: http://www.k-state.edu/grad/etdr/bound.htm.
Section B. Publication
A dissertation is an original contribution to knowledge, and it should be available to interested scholars outside of Kansas State University. After completing their doctorate, authors may publish their dissertation in any form they see fit, but the University participates in a program intended to make these works accessible to the widest possible audience.

Dissertations are microfilmed archived by UMI/ProQuest, and the abstracts submitted with them are published in Dissertation Abstracts. Works so listed are available from UMI/ProQuest as on-demand publications. A publication form from UMI/ProQuest must be completed online and submitted with the electronic dissertation.

7. Graduate School Committee on Assessment and Review – Royce Ann Collins, Chair

8. Graduate Student Council Information – Amanda Fairbanks, President

9. University Research and Scholarship


   Commerce Bank Distinguished Graduate Faculty Award – The award honors current members of the graduate faculty who are recognized nationally and internationally for their outstanding scholarly achievements and for their contributions to graduate education at the university. Recipients of the award will receive an honorarium, are recognized during the fall Graduate School commencement ceremony and during a public lecture to the campus community. http://www.k-state.edu/grad/faculty/distinguished/. Nomination deadline: May 1, 2015

   See funding opportunities for graduate students beginning on page 7 of Attachment A: ORSP Funding Connection

10. Graduate School – Geraldine Craig, Associate Dean-Recruitment Strategies

Graduate School Calendar of Events

March
1 Graduate Student Council travel grant application deadline for travel in May

1 Sarachek Predoctoral Honors Fellowship and Scientific Travel Awards Deadline http://www.k-state.edu/grad/financing/sarachek/

2 Submission deadline to complete iSIS Graduation Application for May graduation

2 Graduate Student Council meeting, 12:00-1:00pm, Purple Pride Room, Alumni Center
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
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<tbody>
<tr>
<td>2</td>
<td>The Library and Your Research: Using Zotero, workshop, 1:30-2:30pm, 407 Hale Library</td>
</tr>
<tr>
<td>3</td>
<td>Graduate Council Meeting (3:30 p.m. – 5:00 p.m. – Union 227)</td>
</tr>
<tr>
<td>4</td>
<td>Graduation Deadlines and ETDR Forum, 1:00pm-3:00pm, Union Room 209</td>
</tr>
<tr>
<td>4</td>
<td>GSC Professional Development event, Preparing Materials for Publication, 3:00pm-5:00pm, Union 226 or 207</td>
</tr>
<tr>
<td>5</td>
<td>Becoming Financially Independent, Powercat Financial Counseling workshop, 4:00pm-5:00pm, 207 Union</td>
</tr>
<tr>
<td>9</td>
<td>The Library and Your Research: Finding the Data You Need, workshop, 1:30-2:30pm, 407 Hale Library</td>
</tr>
<tr>
<td>9</td>
<td>Deadline to nominate graduate students for Alumni Association Graduate Award for Outstanding Leadership and Graduate Award for Outstanding Academics, <a href="http://www.k-state.com/s/1173/index.aspx?sid=1173&amp;gid=1&amp;pgid=2582&amp;cid=4880">http://www.k-state.com/s/1173/index.aspx?sid=1173&amp;gid=1&amp;pgid=2582&amp;cid=4880</a></td>
</tr>
<tr>
<td>10</td>
<td>Deadline to submit graduate faculty nominations and course and curriculum changes for April Graduate Council Meeting</td>
</tr>
<tr>
<td>13</td>
<td>Application deadline for Dissertation Writing Retreat (scheduled May 18-22)</td>
</tr>
<tr>
<td>16-20</td>
<td>Spring Break Week</td>
</tr>
<tr>
<td>26</td>
<td>Graduation Deadlines and ETDR Forum, 1:30pm-3:30pm, Union Room 207</td>
</tr>
<tr>
<td>30</td>
<td>The Library and Your Research: Know Your Author Rights!, workshop, 1:30-2:30pm, 407 Hale Library</td>
</tr>
<tr>
<td>31</td>
<td>K-State Research Forum (8:00am-5:00pm – 2nd floor Union)</td>
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**April**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tr>
<td>1</td>
<td>University Distinguished Professors Graduate Student Award deadline <a href="http://www.k-state.edu/grad/udp/">http://www.k-state.edu/grad/udp/</a></td>
</tr>
<tr>
<td>1</td>
<td>Deadline to submit “Approval to Schedule Final Examination” to the Graduate School to have your name appear in the May commencement program.</td>
</tr>
<tr>
<td>1</td>
<td>Graduate Student Council travel grant application deadline for travel in June</td>
</tr>
<tr>
<td>3</td>
<td>GSC Professional Development seminar, Communicating Your Research to the Public, noon-1 pm, 227 Union</td>
</tr>
</tbody>
</table>
3 Powercat Financial Counseling workshop, Student Loan Repayment, 1-2 pm, 227 Union

6 Graduate Student Council meeting, noon-1pm, Purple Pride Room, Alumni Center (Officer Elections)

6 The Library and Your Research: Understanding Academic Integrity through Multiple Lenses, workshop, 1:30-2:30pm, 407 Hale Library

6-10 Graduate Student Appreciation Week

7 Graduate Council Meeting (3:30 p.m. – 5:00 p.m. – Union 227)

10 Deadline to submit graduate faculty nominations and course and curriculum changes for May Graduate Council Meeting

13 The Library and Your Research: Preparing Your ETDR for Submission, workshop, 1:30-2:30pm, 407 Hale Library

14 Start Smart Salary Negotiation, Career and Employment Services workshop, 4-6 pm, Room 123 Leadership Studies Building

24 Deadline to participate in Spring Commencement.
   • Online registration to participate in commencement must be completed. Beginning in late March, commencement information and the web address to register online to participate in commencement will be sent to those students whose Approval to Schedule Final Examination form has been received in the Graduate School.

24 To officially graduate in May 2015, your final examination ballot and the final copy of the electronic dissertation or master’s level thesis/report must be in the Graduate School.

26 President’s Picnic for Graduate Students (5:00-6:30pm, West Stadium Center)

- For a current list of Graduate School events, please see our website at: www.k-state.edu/grad

2014-2015 Graduate Council Meeting Dates
   April 7, 2015

*At the March meeting, the two winners of the GSC Award for Graduate Student Teaching Excellence will be recognized and presented with a certificate of achievement.
February 4, 2015

Carol Shanklin, Dean
Graduate School
103 Fairchild Hall
Campus

Dear Dean Shanklin:

The purpose of this letter is to request one-year approval, beginning Summer 2015, for Dr. Mary Jo Anderson to teach EDSP 853 College Students with Special Needs. This course is offered online and is required for the MS in Academic Advising.

Dr. Anderson's graduate education and her professional experience and expertise in special education provide a strong foundation for teaching EDSP 853. She completed a bachelor's degree at the College of St. Scholastica, and a master's degree and an EdD at Kansas State University. Currently, she is a Clinical Assistant Professor in Special Education at the University of North Carolina-Charlotte. In addition, Dr. Anderson served as an instructor for Special Education in our department for several years and has taught or co-taught sections of EDSP 853 several times. She has several publications and presentations, was involved in several grant projects at Kansas State, and serves on the Board of Directors and Planning Committee for the Midwest Symposium of Learning and Behavior Disorders.

Enclosed are the form requesting one-year approval, beginning Summer 2015, for Dr. Anderson to teach EDSP 853 and her curriculum vitae. Should you have questions or if additional information is needed, please contact me.

Thank you for your consideration of this request.

Sincerely,

Kenneth F. Hughey, PhD
Professor and Chair

Enclosures
NON-GRADUATE FACULTY
TO TEACH GRADUATE COURSES

1. Name: Mary Jo Anderson
   Department: Special Ed, Counseling, & Student Affairs
   Employee ID: W0000057737

2. Present or proposed rank: Instructor

3. Other position (if any): Clinical Asst Professor, UNC-Charlotte

4. Former university teaching experience:
   Rank: Instructor
   Place: Kansas State University; University of North Carolina-Charlotte
   Length of time: 2005-07; Summer 08; Spring & Summer 2010; March - May 2011; August 11-present

5. Degree (check one) Year Institution
   □ BS □ BA □ 1977 College of St. Scholastica
   □ MS □ MA □ 2001 Kansas State University
   □ PhD □ EdD □ 2010 Kansas State University

6. Is candidate's highest degree the terminal degree in field? □ Yes □ No

7. Approval being sought:
   □ a) Emergency approval for □ Fall □ Spring □ Summer 20
   □ b) Council approval for one-year term, beginning Summer 2015
       (A one-year term equals three semesters—Spring, Summer, and Fall.
       A maximum of three terms per course are allowed).

8. Courses to be taught:
   Course Number: EDSP 853
   Course Title: College Students with Special Needs

9. Department meeting: Date 1/26/15

   Signature: ____________________________
   Date: ____________________________
   Department Head

   NOTE: Department Head must include a written evaluation and curriculum vitae.

   EMERGENCY APPROVAL
   Approved □ □ Rejected □ □
   Signature: ____________________________
   Date: ____________________________

   SUBCOMMITTEE
   Approved □ □ Rejected □ □
   Signature: ____________________________
   Date: ____________________________

   GRADUATE COUNCIL
   Approved □ □ Rejected □ □
   Signature: ____________________________
   Date: ____________________________
Mary Jo Anderson  
Special Education, Counseling, and Student Affairs

Education

EdD, Special Education, Kansas State University, Manhattan, KS, 2010

MS, Special Education, Kansas State University, Manhattan, KS, 2001

BA, Elementary and Early Childhood Education, College of St. Scholastica, Duluth, MN, 1977

Professional Experience

Clinical Assistant Professor/Special Education, Office of Field Experiences/Graduate Faculty-Department of Special Education and Child Development, University of North Carolina-Charlotte, Charlotte, NC, August 2011-present

Adjunct Instructor of Special Education, Kansas State University, Manhattan, KS, March-May 2011, February-May 2010, Summer 2008

Instructor of Special Education, Kansas State University, Manhattan, KS, January 2005-December 2007

Special Education/General Education Teacher, USD 383, Manhattan, KS, 1998-2005

General Education Teacher, Department of Defense Schools, United Kingdom, 1992-96

Publications

Contributed to *Student Teaching Assessment Rubric* (2nd ed.), Dubuque, IA: Kendall/Hunt Publishing Company: Dubuque, IA, April 2012


Presentation

Presented “Response to instruction,”Family Resource CAFÉ Conference, Carolina Medical Center-Northeast, Charlotte, NC, April 2013
September 17, 2014

Graduate School
Kansas State University

Re: Non Graduate Faculty to Teach Graduate Courses

I fully support Cynthia Domenghini serving as an instructor for courses in the online graduate certificate in horticultural therapy. Cynthia served as a graduate teaching assistant while she was earning her Ph.D. at K-State and has assisted with the courses since graduating. Student feedback pertaining to Cynthia in past courses indicates she is timely in her responses, provides excellent feedback when returning assignments, and was overall well-liked by the students.

With my new position I can think of no one better than Cynthia to take over the courses until my vacated position is filled.

Sincerely,

Candice A. Shoemaker, Ph.D.
Professor and Department Head

Emergency Approval:
HORT 752, 753 Spring 2015

Council Approval:
HORT 753 Summer 2015
HORT 751, 753 Fall 2015

Vote:
Eug'ble: 20
Yes: 19
No: 0
Not Voting: 1
Cynthia M. Domenghini, Ph.D.
205 Martin Drive
Richmond, KY 40475
Tel: (805) 423-1999 (cell)
Email: cynthiadomenghini@gmail.com

EDUCATION

Ph.D. Kansas State University, Manhattan, KS
Dissertation: “An After-School Gardening Program for Youth Health”

MAT Chapman University, Santa Maria, CA
Thesis: “Encouraging Active Participation in the Classroom”

B.S. California Polytechnic State University, San Luis Obispo, CA
Major: Environmental Horticulture Science

CERTIFICATIONS
• CBEST passed (California Basic Educational Skills Test) November 2002
• CSET passed (California Subject Examinations for Teachers) April 2003
• RICA certified (Reading Instruction Competence Assessment) October 2005
• BTSA (Beginning Teacher Support and Assessment) June 2008 expires July 2013
• Clear Multiple Subject Teaching Credential

PROFESSIONAL EXPERIENCE

Writer, Demand Studios 2012-present
• Research horticulture information related to assigned topics
• Critically review horticulture content
• Write timely articles using credible references
• Guide writing to specific growing conditions throughout the United States
• Target language to audience

Adjunct Faculty, Illinois Central College 2014

HORT 229 Horticulture Business Management
• Developed syllabus, course information, and course content
• Taught on-campus course
• Assigned and graded course activities
• Interacted with students

Education Specialist, National Gardening Association 2011-2012
• Created original content to support school garden programs
• Wrote two monthly articles about gardening with youth
• Developed school garden curriculum guide and lessons
• Created standards-based lessons for monthly newsletter
• Collaborated with technology department to update website
• Provided expertise to guide projects with partners/sponsors
• Collaborated with education staff to develop original products
• Created and presented workshops at national conferences
- Provided support for onsite youth garden programming

**Instructor, Kansas State University**

**HORT 751 Human Issues in Horticulture Therapy**
- Regularly corresponded with students
- Updated course materials
- Promptly graded student work
- Provided feedback for the students in a timely manner
- Engaged students in online discussion threads

**Graduate Teaching Assistant, Kansas State University**

**HORT 201 Principles of Horticultural Science**
- Taught two lab sections weekly
- Guest lectured
- Participated in weekly planning meetings with professor and other graduate teaching assistant
- Prepared materials for upcoming labs

**Graduate Research Assistant, Kansas State University**

- Program Manager for USDA funded research project titled, “Integrating School, Community, and Family to Effect Sedentary Behavior, Fruit and Vegetable Consumption and Physical Activity”
- Developed and implemented after-school garden club curriculum based on goals of the research project
- Hired and managed undergraduate student employees and graduate students
- Organized data collection teams
- Scheduled and prepared materials for data collection for 32 classrooms on five separate collection periods
- Helped plan and implement numerous volunteer training events
- Lead after-school garden club
- Lead weekly meetings with garden club leaders
- Facilitated weekly meetings with Project Director and graduate students
- Recruited students to participate in after-school garden clubs and research project measurements
- Helped collect survey and height/weight data from study participants
- Helped with construction of four large high tunnels

**HONORS**
- Third place graduate student poster competition national ASHS conference 2011
- Gamma Sigma Delta 2010
- Pi Alpha Xi 2009

**ABSTRACTS AND PRESENTATIONS**

Domenghini, Cynthia. Gardening for Health. seminar at Landscape and Garden Day annual event (2013)


**Domenghini, Cynthia** and Julia Parker-Dickerson. Dig In! Connecting gardening with standards-based education. workshop presentation at Northeast Organic Farming Association annual conference (2012)

Shoemaker, Candice A., Karly Geller, Cynthia Domenghini, Tanis Hastmann, Erika Huber, and David A. Dzewaltowski. Integrating Schools, Community, and Family to Effect Sedentary Behavior, Fruit and Vegetable Consumption, and Physical Activity: Measuring children’s self-efficacy, barrier-efficacy and proxy efficacy related to gardening, poster at the NRI Human Nutrition and Obesity Workshop, an annual meeting of Project Directors (2010).

Shoemaker, Candice A., Cynthia Domenghini, David A. Dzewaltowski, Ted Carey, and George Milliken. Integrating Schools, Community, and Family to Effect Sedentary Behavior, Fruit and Vegetable Consumption, and Physical Activity, poster presentation at the NRI Human Nutrition and Obesity Workshop, an annual meeting of Project Directors (2009).


NON-REFEREED PUBLICATIONS


PROFESSIONAL ORGANIZATIONS
AHS (American Horticultural Society) 2011-2012
ASHS (American Society for Horticulture Science) 2009 to present

REFERENCES
Candice Shoemaker, Ph.D., professor
Kansas State University
Horticulture, Forestry and Recreation Resources
2021 Throckmorton Plant Science Center
Manhattan, KS 66506
work phone: (785) 532-1431
fax: (785) 532-6949
email: cshoemak@ksu.edu

Dale Bremer, Ph.D., professor
Kansas State University
Horticulture, Forestry and Recreation Resources
2021 Throckmorton Plant Science Center
Manhattan, KS 66506
work phone: (785) 532-1429
fax: (785) 532-6949
email: bremer@ksu.edu

Steve Keeley, Ph.D., professor
Kansas State University
Horticulture, Forestry and Recreation Resources
2021 Throckmorton Plant Science Center
Manhattan, KS 66506
work phone: (785) 532-6949
fax: (785) 532-6949
email: skeeley@ksu.edu

Rose Judd-Murray, education specialist
National Gardening Association
1100 Dorset Street
South Burlington, VT 05403
cell phone: (435) 512-4706
Email: rosej@garden.org
February 3, 2015

To Graduate School Committee:

I recommend Dr. Linda Blong, adjunct faculty of Communication Studies at Kansas State University, for associate membership as graduate faculty. Dr. Blong comes to Kansas State University with extensive professional and faculty experience in the areas of dialogue, deliberation and public engagement. In addition, she has published a book chapter on this topic. I am requesting associate membership because Dr. Blong brings unique skills/expertise in public deliberation and engagement processes. This expertise is needed to offer courses in the proposed Dialogue, Deliberation, and Public Engagement graduate certificate. For example, Dr. Blong developed and taught the DDPE program through Fielding Graduate University. Her doctoral advisor is Dr. Barnett Pearce, a highly respected scholar in this particular field of study. In addition, for the past two years Dr. Blong has been teaching a version of the DDPE curriculum at Kansas State University through global campus as a non-credit option.

Dr. Blong’s experience and academic training are necessary for the Communication Studies Department to provide high quality instruction in the DDPE program. I strongly recommend Linda Blong for associate membership of the graduate faculty. Thank you for considering this application. Please feel free to contact me if you have further questions.

Sincerely,

Tim Steffensmeier
Associate Professor / Head, Department of Communication Studies
Kansas State University, 129 Nichols Hall
Manhattan, KS 66506
steffy@ksu.edu
785-532-6862
NOMINATION FOR GRADUATE FACULTY

(See membership/certification requirements on page 2)

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

<table>
<thead>
<tr>
<th>NOT REQUIRING GRADUATE COUNCIL APPROVAL:</th>
<th>REQUIRING GRADUATE COUNCIL APPROVAL:</th>
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<tbody>
<tr>
<td>☐ MEMBERSHIP (Tenure track with terminal degree)</td>
<td>☑ Associate Membership</td>
</tr>
<tr>
<td>Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty. <strong>See Graduate Handbook section A.2</strong></td>
<td>☑ Teach graduate courses</td>
</tr>
<tr>
<td>☐ Membership (Non-tenure track or no terminal degree)</td>
<td>☑ Serve on supervisory committees</td>
</tr>
<tr>
<td>☐ Certification to direct doctoral students</td>
<td></td>
</tr>
</tbody>
</table>

1. Name  Linda Blong  Department  Communication Studies Department

   Email lblong@mac.com  Rank  Adjunct Faculty  Employee ID W0000089856

2. Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☑ Yes  ☐ No

3. Please record vote information below. Only the graduate faculty members of a department/program may vote on membership matters. Note: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

   *Must have two-thirds of eligible department graduate faculty participation*

   **Only certified department graduate faculty are eligible to vote on certification nominations**

ASSOCIATE MEMBERSHIP OR MEMBERSHIP CERTIFICATION

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<thead>
<tr>
<th># ELIGIBLE TO VOTE</th>
<th># ELIGIBLE TO VOTE</th>
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<tbody>
<tr>
<td>YES 7</td>
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<tr>
<td>NO 0</td>
<td>NO</td>
</tr>
<tr>
<td>ABSTAIN 0</td>
<td>ABSTAIN 0</td>
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<tr>
<td>NOT VOTING 0</td>
<td>NOT VOTING 0</td>
</tr>
</tbody>
</table>

AUTHORIZED SIGNATURE:  

DEPARTMENT CHECKLIST (DOCUMENTS TO ACCOMPANY THIS FORM):

☐ ONE-PAGE VITA – also sent electronically to gradinfo@ksu.edu;
A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books, or refereed research articles.

☐ LETTER OF NOMINATION:
The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☐ COMPLETE VITA:
Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☐ PUBLISHER RE-PRINTS AS AVAILABLE

FOR GRADUATE SCHOOL USE ONLY:

<table>
<thead>
<tr>
<th>SUBCOMMITTEE</th>
<th>GRADUATE COUNCIL</th>
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<tbody>
<tr>
<td>Approved ☐</td>
<td>Approved ☐</td>
</tr>
<tr>
<td>Rejected ☐</td>
<td>Rejected ☐</td>
</tr>
</tbody>
</table>

Signature:  

Signature:
Academic History

Ph.D. Human and Organizational Systems (2008) Fielding Graduate University, Santa Barbara, California
  Committee Chair: Dr. W. Barnett Pearce

M.A. Human and Organizational Systems (2006) Fielding Graduate University, Santa Barbara, California

B. A. Linguistics (1983)
  San Diego State University; San Diego, California

Selected Professional Development Certifications

Certified Moderator of Sustained Dialogue Approach to Transforming Relationships and Creating Change
  International Institute for Sustained Dialogue (2011)

Graduate Certificate in Dialogue, Deliberation and Public Engagement
  Fielding Graduate University (2005)

Master NLP Practitioner
  NLP of Marin (2003)

Facilitating CPS Certificate
  The Creative Problem Solving Group – Buffalo (1996)

Certificate in Applied Linguistics/Teaching English as a Second Language
  San Diego State University (1983)

Current Professional Experience

2010-present Senior Consultant
  Public Dialogue Consortium (PDC)
  Providing participatory planning, training, and project management services to public agencies and their community partners. Served as Lead Consultant for public/stakeholder engagement team in MidPeninsula Open Space District vision planning process completed in February 2014. Current PDC Lead for public/stakeholder engagement process in Half Moon Bay general plan update.

2008-present Co-Leader and Adjunct Faculty
  Dialogue, Deliberation, and Public Engagement Certificate Program
  Fielding Graduate University 2008 – 2010; Kansas State University 2012 - present
  Developing curricula, co-leading and serving as faculty for award winning certificate program built upon scholar-practitioner model of multi-modal collaborative adult learning.

2008-present Senior Project Specialist
  Napa County Office of Education
  Providing leadership in the design, implementation, and evaluation of projects that support collaborative planning and learning, professional development and systems change in public education agencies throughout California.

Publication

  Fairleigh Dickinson University Press. (2012)
January 26, 2015

Dean Carol Shanklin
Graduate School
Fairchild Hall
Kansas State University

Dear Dean Shanklin:

I am writing to nominate Dr. Janet Crow for graduate faculty associate membership. Dr. Crow has recently become a part-time project manager working with Dr. Briana Goff in the K-State Institute for the Health and Security of Military Families as of earlier this month.

You may recall that we requested and received emergency graduate faculty status for her in November 2014 so that she could teach EDACE 886 in fall 2014 as an adjunct faculty in the College of Education. We would like to now request associate membership so that she may teach in our Family and Community Services graduate program offered through GPIDEA and in our school as needed. The course that she is well prepared to teach because of her previous experience is FSHS 714 Program Design, Evaluation & Implementation. It is currently offered each summer. Other courses that she could be asked to teach when needed are FSHS 824 and FSHS 893. Dr. Crow has teaching experience as a former Assistant Professor of six years at Baylor University, and as an adjunct instructor at K-State and University of Saint Mary. She earned a Ph.D. in Family Studies from K-State in 2005, and holds a MA from Spalding University and a BS from the University of Missouri. Should the opportunity arise, we would also like for Dr. Crow to be able to serve on graduate student supervisory committees. Her related research accomplishments are detailed in her attached CV.

The graduate faculty in the school met on Friday January 23 and voted unanimously (30-0-0) to support this nomination for associate membership. Please contact me if you need further information.

Sincerely,

Dorothy B. Durband
School Director
CHECK ALL THAT APPLY: Faculty may be nominated for membership & certification simultaneously

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<tr>
<td>☑ Membership (Non-tenure track, adjunct, or no terminal degree)</td>
<td>☑ Certification to direct doctoral students</td>
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</table>

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty. **See Graduate Handbook section A.2**

Name: Janet Crow
Department: School of Family Studies & Human Services
Rank: Project Manager
Email: jrc7676@k-state.edu
Employee ID: W0000054024

Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☑ Yes ☐ No

**Please record vote information below. Only the graduate faculty members of a department/program may vote on membership matters. Note: Doctrinal certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time. HOWEVER, a faculty member may not be nominated for only Certification if they have not already been nominated for Membership.**

*Two-thirds of eligible graduate faculty in the program must participate in the vote*

**Only certified graduate faculty of the program are eligible to vote on certification nominations**

<table>
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<tr>
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<th>CERTIFICATION</th>
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<td>ABSTAIN</td>
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<tr>
<td>NOT VOTING</td>
<td>NOT VOTING</td>
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</table>

| ELIGIBILITY | 44 |
| YES         | 30 |
| NO          | 0  |
| ABSTAIN     | 0  |
| NOT VOTING  | 14 |

*Authorizing Signature (Dept. Head or Graduate Program Director):*

By typing or signing your name here, you authorize approval of the nomination and confirm accuracy of voting information.

**PLEASE SUBMIT THIS FORM, LETTER OF NOMINATION, AND ONE-PAGE VITA (using Word template or PDF form) AS A SINGLE PDF TO gradinfo@ksu.edu**

- **LETTER OF NOMINATION:** The department head must submit a letter that states the intended role(s) of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

- **ONE-PAGE VITA:** A one-page vita prepared using the one-page vita Word template or PDF form, which may be accessed at [http://www.k-state.edu/grad/faculty/graduate-council/forms.html](http://www.k-state.edu/grad/faculty/graduate-council/forms.html), must be submitted.

- **COMPLETE VITA:** Please also submit a complete vita, with peer-reviewed publications clearly designated, as a separate pdf to gradinfo@ksu.edu

For a nomination processing timeline, go to: [http://www.k-state.edu/grad/faculty/graduate-council/forms.html](http://www.k-state.edu/grad/faculty/graduate-council/forms.html)
Janet R. Crow  
School of Family Studies and Human Service  
College of Human Ecology  

Education:  
- B.S. 1976 University of Missouri, Psychology  
- M.A. 1984 Spalding University, Counseling Psychology/Assessment  
- Ph.D. 2005 Kansas State University, Family Life Education and Consultation  

Professional experience:  
Current: 1 January 2015 – current  
**Program Manager**  
USMC-Reintegration: Marine Strong Couples - Evaluation  
Institute for Health and Security of Military Families  
*College of Human Ecology, Kansas State University*  
1 January 2015 – current  
**Adjunct Professor - EDACE 886 Research in Education**  
*College of Education, Kansas State University*  
May 2014- present  
**Visiting Scholar**  
*Baylor University, School of Social Work*  

Previous: August 2008–May 2014  
**Assistant Professor**, Baylor University,  
Department of Family and Consumer Sciences,  
Child and Family Studies, Waco, TX  
August 2006–May 2008  
(part-time appointment)  
**Assistant Professor**, Kansas State University, CHE,  
School of Family Studies and Human Services,  
June 2004 – April 2008  
**Adjunct Professor**, Kansas State University, COE  
Adult and Continuing Education  
January 2004 – May 2004  
**Adjunct Instructor**, University of Saint Mary,  
Department of Education, Leavenworth Kansas  
**Adjunct Instructor**, Kansas State University, CHE  
School of Family Studies and Human Services  

Examples of publications:  
Congregational responses to parents of service members. *Journal of Family and Community Ministry.*  
Crow, J. R., & Seybold, A. K. (2013). Discrepancies in military middle-school adolescents’ and  
parents’ perceptions of family functioning, social support, anger frequency, and concerns. *Journal of Adolescence, 36*, 1-9.  
parents whose adult-children deployed to combat zones. *Marriage and Family Review, 47*(3),  
164-195.  
24 December 2014

Carol Shanklin, Dean
The Graduate School
103 Fairchild Hall
CAMPUS

Dear Dean Shanklin:

Please find enclosed a Graduate Faculty Associate nomination for Roger Friedmann. We are requesting his re-nomination to Graduate Faculty Associate status so that he may continue to teach one course, ENGL 758: Scientific Communication. Mr. Friedmann does not hold a terminal degree but has the technical and professional expertise to teach this selected graduate course. He neither has nor will serve on supervisory committees. Equally, he will not teach other graduate level courses with the exception of ENGL 758.

The Department needs Mr. Friedmann to teach ENGL 758 for several reasons. The course is offered to Food Science students to help them improve their writing skills on an advanced level in ways that that will benefit them in their professional fields. In other words, the course is being offered as a service to students in Food Science. Mr. Friedmann is the only person available in the English department with the experience needed to teach this class for Food Science on a regular basis. This experience is two-fold: as an instructor of professional writing at the 400-level and on an emergency basis at the 600-level, and as a consultant in the field.

Mr. Friedmann has many years of practical, professional experience in the field of technical writing and editing. To summarize the most relevant of this experience: He has edited a wide variety of documents, including master’s theses, doctoral dissertations, grant proposals, and journal articles for Kansas State University graduate students and faculty in all colleges (except Education) for over two decades. He has also done similar work for graduate students at other institutions. While he has undertaken less of this work since he began teaching the graduate course for Food Science as a fifth course each semester, he has--in the last several years--edited doctoral dissertations in Food Science, Physics, and Mechanical Engineering.

Further, Mr. Friedmann served as the assistant editor of Studies in Twentieth Century Literature from 1997 to 2002. In this position he had the final say on all copyediting. He ensured that all documentation conformed to MLA style and edited every article for clarity and correctness. Mr. Friedmann even extensively edited the introduction to a special issue of the journal written by its guest editor, who was then the current president of the professional association of scholars of language and literature in the United States, the MLA.

Since he first developed the course in 2007, Mr. Friedmann has taught ENGL 758, and its predecessor ENGL 604 Expository Writing Workshop: Writing for Food Science, with real success. For instance, one of his recent students, a physician working on issues of obesity, said of the course: “the skills I learned here will last a lifetime.” Similarly, Han Yu, an Associate Professor of English specializing in Technical Communication, has written to us to express her “high regard for his teaching in ENGL 758,” noting that she was “highly impressed with the range and quality of the information he collected and presented for the course.”
The graduate faculty of the English department voted on this nomination in November 2014. Mr. Friedmann received overwhelming support from the English department, with a vote of 29 yes, 0 no, 0 abstentions, and 6 not voting. We request that you forward this application and the credentials of Mr. Friedmann to the Graduate Council for its consideration. If you have any questions or concerns about this re-nomination or our nominating process, please contact us at your convenience.

Sincerely,

Anne Longmuir
Director of Graduate Studies

Karin Westman
Head
NOMINATION FOR GRADUATE FACULTY
(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
☐ APPROVED  ☐ REJECTED

SIGNATURE:

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Associate Membership

Check All That Apply:

☐ Teach graduate courses
☐ Serve on supervisory committees

☐ Membership (Non-tenure track or no terminal degree)
☐ Certification to direct doctoral students

NAME Roger Friedman

DEPARTMENT/UNIT English

RANK Instructor

EMPLOYEE ID W000007463

E-mail Address rogrie@ksu.edu

Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☐ Yes ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

***Only certified department graduate faculty are eligible to vote on certification nominations.***

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AUTHORIZING SIGNATURE: [Signature]

[ONE PAGE VITA- also sent electronically to gradinfo@ksu.edu]

A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books or refereed research articles.

[LETTER OF NOMINATION]

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[COMPLETE VITA]

Please attach a complete vita. Peer-reviewed publications should be clearly designated.

[PUBLISHER RE-PRINTS AS AVAILABLE]
Curriculum Vitae

Roger A. Friedmann
3707 Concord Circle
Manhattan, KS 66503
785.587.8744

EDUCATION

Kansas State University, Manhattan, KS
M.A. in Creative Writing and English Literature 1987

Kansas State University, Manhattan, KS
B.A. in Social Sciences 1978

TEACHING EXPERIENCE

Kansas State University, Manhattan, KS
Regular Instructor & Graduate Faculty Associate 2012 - present
Regular Instructor 1989 - 2012
Temporary Instructor 1987 – 1989

PEER-REVIEWED PUBLICATIONS


ACKNOWLEDGEMENTS

• In Nyberg, B. (1988) One Great Way to Write Short Stories

EDITING EXPERIENCE

• Freelancing editing of master theses, doctoral dissertations, and journal submissions (1990-present)
• Assistant Editor, Studies in Twentieth Century Literature (1997-2002)
  o Responsible for the correctness of grammar, punctuation, and writing and documentation styles of all articles appearing in a refereed academic journal
• Editor, City Arts Magazine (1996-1998)
• Assistant Editor, City Arts Magazine (1995-1996)
• Copy Editor and Features Writer, City Arts Magazine (1988-1994)
Jan
uary 6, 2015

Dean Carol Shanklin
Graduate School
103 Fairchild Hall
Kansas State University
CAMPUS

Dear Dean Shanklin,

The Division of Biology requests appointment of Dr. David Propst, who earned his Ph.D. from Colorado State University, to the Kansas State University graduate faculty, as an associate member. He is a fish and wildlife biologist, who served with the New Mexico Department of Game and Fish for 25 years, and is currently affiliated with the Museum of Southwestern Biology at the University of New Mexico. Dr. Propst has been appointed to adjunct faculty status in the Division of Biology.

Dr. Propst is a stream ecologist overlapping research interests with our aquatic biology faculty members (PIs, Professors Keith Gido, Walter Dodds, Martha Mather), and will participate in the graduate research training of students in the Division, and would be an outstanding formal member of supervisory committees of graduate students studying in the Gido program (as well as others in the general area of aquatic ecology). His nomination originated in the ecology and evolutionary biology section of the Division, and following approval at the section level, was assessed and voted on by the full graduate faculty of the Division, where he received overwhelming support.

I have included attachments of this letter, the graduate faculty nomination form, his acceptance of the adjunct status, and his one-page and full CVs. I actually began this process last August, with a request for adjunct faculty status, which got lost in central administration, and, as you can see by the differences in signature between me, Dean Dorhout, and Provost Mason, has just now been resolved. Please let me know if you need any additional information.

Sincerely yours,

Brian S. Spooner, PhD,
University Distinguished Professor and Director

email: spoon1@ksu.edu
NOMINATION FOR GRADUATE FACULTY

(See membership/certification requirements on page 2)

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL: REQUIRING GRADUATE COUNCIL APPROVAL:

☐ MEMBERSHIP (Tenure track with terminal degree)

☐ Associate Membership

☐ Membership (Non-tenure track or no terminal degree)

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

☒ Teach graduate courses

☒ Certification to direct doctoral students

☒ Serve on supervisory committees

**See Graduate Handbook section A.2**

1. Name ___Dr. David L. Propst_____ Department ___Biology Division___________

   Email ____ dpropst@unm.edu ___ Rank ___N/A_____________________ Employee ID ___N/A________

2. Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☒ Yes ☐ No

3. Please record vote information below. Only the graduate faculty members of a department/program may vote on membership matters. Note: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

   *Must have two-thirds of eligible department graduate faculty participation*

   **Only certified department graduate faculty are eligible to vote on certification nominations**

   # ELIGIBLE TO VOTE
   
   YES 23
   NO 3
   ABSTAIN 3
   NOT VOTING 13

   ASSOCIATE MEMBERSHIP OR MEMBERSHIP CERTIFICATION

   AUTHORIZING SIGNATURE

DEPARTMENT CHECKLIST (DOCUMENTS TO ACCOMPANY THIS FORM):

☒ ONE-PAGE VITA – also sent electronically to gradinfo@ksu.edu:

A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books, or refereed research articles.

☒ LETTER OF NOMINATION:

The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☒ COMPLETE VITA:

Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☐ PUBLISHER RE-PRINTS AS AVAILABLE

FOR GRADUATE SCHOOL USE ONLY:

<table>
<thead>
<tr>
<th>SUBCOMMITTEE</th>
<th>GRADUATE COUNCIL</th>
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Signature: ___________  

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31
David L. Propst

Museum of Southwestern Biology
University of New Mexico
Albuquerque, New Mexico 87131
505.243.0853
dpropst@unm.edu

Education
Undergraduate: Hampden-Sydney College, B.A., 1970
Graduate: New Mexico State University, M.A. 1973
Graduate: Colorado State University, M.S., 1978
Graduate: Colorado State University, Ph.D., 1982

Employment
1977-1978 Visiting Instructor, New Mexico State University
1982-1984 Contract Biologist, New Mexico Department of Game & Fish
1984-2010 Ichthyologist, New Mexico Department of Game & Fish
1986-present Curatorial Associate, University of New Mexico, Museum of Southwestern Biology, Division of Fishes
2003-present Instructor, USFWS National Conservation Training Center
2013-present Adjunct Professor, University of New Mexico

Representative Publications


December 05, 2014

Carol Shanklin
Dean of Graduate School
103 Fairchild Hall
Kansas State University
CAMPUS

Dear Dean Shanklin:

I strongly support the nomination of Dr. Benjamin Schwab for membership on the Graduate Faculty of Kansas State University. This recommendation was approved by a 31-0 vote of the Agricultural Economics Graduate Faculty conducted on December 2, 2014. There were 6 non-voting members mostly faculty (adjunct) or emeritus faculty no longer on campus. Dr. Schwab completed his Ph.D. in Agricultural and Applied Economics from the University of Wisconsin. He has been a tenure track Assistant Professor on the faculty at Kansas State since July 2014. Previous to his arrival at Kansas State, he was an Associate Research Fellow with International Food Policy Research Institute (IFPRI).

Dr. Schwab has a research program that currently focuses largely on development economics, agriculture and nutrition, and impact evaluation. His recent work has focused on the impact evaluation of cash and food transfers in Yemen and Ethiopia. His unique background with IFPRI will allow him to address a wide variety of issues important to the global food sector.

Dr. Schwab has had one paper accepted for publication in peer review journals during 2014. His paper in Biological Conservation is forthcoming. The Journal of Health Economics also published one of his papers in 2011. He is the second author on both of these articles.

In summary, Dr. Benjamin Schwab will be a valuable asset to our graduate program. Thank you for your consideration of this nomination for membership on the Graduate Faculty at Kansas State University.

Sincerely,

Allen M. Featherstone
Professor and Interim Department Head
KANSAS STATE UNIVERSITY
Graduate School

NOMINATION FOR GRADUATE FACULTY
(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
☐ APPROVED  ☐ REJECTED

SIGNATURE:

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Associate Membership  Check All That Apply:
☐ Teach graduate courses
☐ Serve on supervisory committees

☐ Membership (Non-tenure track or no terminal degree)

☐ Certification to direct doctoral students

NAME  Benjamin Schwab  DEPARTMENT/ UNIT  Agricultural Economics

RANK  Assistant Professor  EMPLOYEE ID  W0000095526  E-mail Address  benschwab@ksu.edu

Is the candidate's highest degree a terminal degree for candidate's field of specialization?  ☑ Yes  ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

***Only certified department graduate faculty are eligible to vote on certification nominations.***

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CERTIFICATION

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AUTHORIZING SIGNATURE:

☑ ONE PAGE VITA- also sent electronically to gradinfo@ksu.edu

A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books or refereed research articles.

☐ LETTER OF NOMINATION

The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☑ COMPLETE VITA

Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☑ PUBLISHER RE-PRINTS AS AVAILABLE

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Print Form
Benjamin Schwab  
Department of Agricultural Economics

**EDUCATION:**

<table>
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<tr>
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<td>Rutgers University Economics, Middle Eastern Studies</td>
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<td>M.A.</td>
<td>2004</td>
<td>University of Wisconsin, Agricultural &amp; Applied Economics</td>
</tr>
<tr>
<td>Ph.D.</td>
<td>2011</td>
<td>University of Wisconsin, Agricultural &amp; Applied Economics</td>
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**PROFESSIONAL EXPERIENCE:**

**Current:** 2014- Present  
Assistant Professor, Department of Agricultural Economics, Kansas State University

**Previous:**

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<td>2014-2014</td>
<td>Associate Research Fellow; Poverty, Health, Nutrition Division, International Food Policy Research Institute (IFPRI)</td>
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</table>

**Selected Refereed Journal Articles/Publications/Significant Works of Scholarly Activity:**


November 19, 2014

Dr. Carol Shanklin  
Graduate School  
Fairchild Hall  
Campus

Dear Dr. Shanklin,

I am pleased to nominate Mr. Mark Sorell for Associate Membership on the Graduate Faculty. Mark is a K-State alumni who received his BS in Statistics in 1986 and his MS in Statistics in 1988. He held a number of positions as a statistician at Intel and has more recently moved to the Kansas City area where he is employed as a statistician at Hallmark Cards. In addition to his extensive consulting experience as an industrial statistician, he taught statistics workshops to engineers and scientists within his company. He also taught SAS to graduate students and undergraduate students at the University of New Mexico in 2009.

Mark visited our department on October 2, 2014 and interacted with several faculty and graduate students. He also gave a one hour seminar describing his work in industry. He is clearly a professional industrial statistician with much teaching experience in the workplace. He has a solid grasp of the practical issues that challenge statisticians in the field. The Graduate Faculty in the Department of Statistics met on October 7, 2014 and unanimously supported me nominating him for Associate Membership on the Graduate Faculty at K-State. He would work at the Olathe campus. His duties as an Associate Member of the Graduate Faculty could include teaching 700 and 800 level courses in statistics (courses to be determined), consulting with faculty and graduate students on research projects, and serving on students’ MS committees. Mark’s background would make him an ideal statistical resource for the Olathe campus. Please let me know if I can provide additional information.

Sincerely,

Gary Gadbury  
Department Head

Enclosures:  
Nomination form  
One page resume (also forwarded electronically)  
Complete resume
**NOMINATION FOR GRADUATE FACULTY**

(See membership/certification requirements on page 2)

**CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously**

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<td>☑ X Serve on supervisory committees</td>
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</table>

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

1. Name  Mark Sorell  Department  Statistics
   Email mark@mcclellan-sorell.com  Rank  _ adjunct Employee ID  _new

2. Is the candidate's highest degree a terminal degree for candidate's field of specialization?  ☐ Yes  ☑ No

3. Please record vote information below. Only the graduate faculty members of a department/program may vote on membership matters. **Note:** Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

   "Must have two-thirds of eligible department graduate faculty participation*
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**AUTHORIZING SIGNATURE:**

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**DEPARTMENT CHECKLIST (DOCUMENTS TO ACCOMPANY THIS FORM):**

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☑ **COMPLETE VITA:**

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☐ **PUBLISHER RE-PRINTS AS AVAILABLE**

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[Committee Agenda] [Graduate Council Agenda]
[Database] [Catalog] [HRIS] [Letter]
EXPERIENCE

Analytic Project Leader
April 2012 to Present
Hallmark Cards, Inc.
Kansas City, Missouri
- Teach analytics team members how to use JMP to interactively clean retail data, examine outliers and understand relationships between key business metrics.
- Lead analytical projects relating to improving business metrics and understanding consumer behavior. Identify and address numerous data quality issues which improve model accuracy and dependability of results.
- Complete analysis of key retail product groups to determine price sensitivity of consumer products across various seasonal sales periods and everyday product lines.

Senior Statistician & Yield Analysis Engineer
October 1988 to October 2011
Intel
Rio Rancho, New Mexico
- Managed and sustained key yield related critical business indicators for advanced manufacturing technology. Reported out daily and weekly to management review forums across the organization.
- Recognized as a key technical staff member and invited to company facility in Costa Rica to present a conference short course on Data Visualization using the JMP statistical software.
- Taught senior and staff level engineers how to use an internally developed multivariate analysis and data mining modeling package to identified key contributors and hidden interactions between variables.
- Provided statistical expertise for the startup of a newer manufacturing factory. Duties included teaching basic and advanced statistics and process control classes using JMP software; reviewing data to ensure matching with development site and assisting engineers and technicians with writing technical reports.
- Coached more than 200 process engineer tool owners in the factory on documenting detailed qualification plans and gathering proper tool monitor and process data to ensure required matching of new tools to well documented reference tool at the development facility.
- Supervised and led a team of diverse quality professionals (Process Control Systems owner, site ISO 9000 site expert, quality auditor, and manufacturing line yield systems owner) to achieve factory goals and critical success indicators.
- Statistical consultant to over 250 process engineers and various manufacturing support groups - planning, human resources, industrial engineering and safety.
- Provided statistical expertise for the startup of a brand new manufacturing factory. Activities included: teaching basic and advanced statistics and process control classes using the JMP software, reviewing data from every new process equipment tool to ensure matching with the development site equipment fleet, and assisting engineers and technicians with writing of technical reports to qualify the new product equipment tools.
- Taught design of experiments classes and organized statistics training, instructors and schedules for the entire site
- Developed analysis software programs for extracting data from numerous departments and databases within the US and overseas Intel facilities.
- Served as company assignee and statistician to the Statistical Methods Group at SEMATECH in Austin, Texas, a joint venture between industry and government to further the development of American owned semiconductor equipment manufacturers.
- Implemented course improvements to a metrology capability and analysis course, taught classes and collaborated with Dr. Peter John, University of Texas statistics professor, to optimize analysis methods unique to the industry.

Adjunct Professor
August 2009 to December 2009
University of New Mexico
Albuquerque
- Taught Introduction to SAS Programming Language class for 20 graduate and undergraduate students. Developed all course materials, instructed classes and graded all homework and exams. Received high student praise and feedback for the practical applications of the software to their future research and professional careers.

QUALIFICATIONS/SKILLS
- Computer knowledge - SAS, JMP, JMP Script Language, CART, MARS statistical data mining packages, some SQL programming experience, various database extraction tools, Microsoft Word, Excel and PowerPoint.
- Member of the American Statistical Association (ASA), past president and VP of ASA's Albuquerque, NM Chapter.
- Co-founding officer of the Albuquerque JMP Users group (AJUG), group that meets regularly to share software tips.

EDUCATION
- Master of Science in Statistics – Kansas State University – October 1988
- Bachelor of Science in Statistics – Kansas State University – December 1986
November 11, 2014

Dr. Carol Shanklin, Dean
The Graduate School
103 Fairchild Hall
KSU CAMPUS

Dear Dean Shanklin:

I am pleased to nominate Dr. David Vail for associate membership on the Graduate Faculty. Dr. Vail is an ancillary assistant professor in the Geography Department. My colleagues and I believe that Dr. Vail's expertise in environmental history has the potential to benefit graduate students in geography working on MA theses or PhD dissertations in the human and cultural side of the discipline. At a faculty meeting on 7 November 2014, members of the graduate faculty in the department overwhelmingly voted for his associate membership; of the four members not voting, two were traveling and unable to attend the meeting and two are on sabbatical leave this semester.

Dr. Vail's interests and expertise are in the areas of environmental and agricultural history. He completed his PhD at Kansas State University in 2012 under the direction of Drs. Bonnie-Lynn and Jim Sherow. As his CV indicates, he has two refereed publications to his credit and recently had his full-length book manuscript *Chemical Lands: A History of Pesticides, Aerial Spraying, and Health in the North American Grasslands* accepted for publication by the University of Alabama press. As I noted above, Dr. Vail's expertise and scholarship make him well qualified to serve on MA and PhD student committees in the Geography Department.

Attached please find the requested documents to support my nomination of Dr. David Vail. I add that he has my unqualified support to become an associate member of the Graduate Faculty. If I can provide additional documentation in support of my nomination, please do not hesitate to contact me.

Sincerely yours,

Charles W. Martin
Professor and Head
NOMINATION FOR GRADUATE FACULTY

(See membership/certification requirements on page 2)

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

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<tr>
<td>☐ MEMBERSHIP (Tenure track with terminal degree)</td>
<td>☑ Associate Membership</td>
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<td></td>
<td>☐ Teach graduate courses</td>
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<td></td>
<td>☑ Serve on supervisory committees</td>
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<tr>
<td>Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.</td>
<td>☐ Membership (Non-tenure track or no terminal degree)</td>
</tr>
<tr>
<td><strong>See Graduate Handbook section A.2</strong></td>
<td>☐ Certification to direct doctoral students</td>
</tr>
</tbody>
</table>

1. Name: David D. Vail  Department: Geography
   Email: ddvail@ksu.edu  Rank: Ancillary Assistant Professor  Employee ID: W0000067713
2. Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☑ Yes  ☐ No
3. Please record vote information below. Only the graduate faculty members of a department/program may vote on membership matters. Note: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.
   *Must have two-thirds of eligible department graduate faculty participation*
   **Only certified department graduate faculty are eligible to vote on certification nominations**

### ASSOCIATE MEMBERSHIP OR MEMBERSHIP

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**Authorizing Signature:**

DEPARTMENT CHECKLIST (DOCUMENTS TO ACCOMPANY THIS FORM):

- ☑ ONE-PAGE VITA – also sent electronically to gradinfo@ksu.edu:
  A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books, or refereed research articles.

- ☑ LETTER OF NOMINATION:
  The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

- ☑ COMPLETE VITA:
  Please attach a complete vita. Peer-reviewed publications should be clearly designated.

- ☑ PUBLISHER RE-PRINTS AS AVAILABLE

FOR GRADUATE SCHOOL USE ONLY:

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Committee Agenda
Graduate Council Agenda
Database
Catalog
HRIS
Letter
David D. Vail  
Department of Special Collections

**Education:**

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<td>B.A.</td>
<td>2004</td>
<td>Southern Oregon University, History</td>
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<td>M.A.</td>
<td>2006</td>
<td>Utah State University, History</td>
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<tr>
<td>Ph.D.</td>
<td>2012</td>
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**Professional experience: (List current and three most recent positions)**

**Current:**

- 2014 - present Ancillary Assistant Professor, Department of Geography, Kansas State University, Manhattan
- 2013 - present Assistant Professor, Department of Special Collections, Kansas State University, Manhattan

**Previous:**

- 2008 - 2012 Graduate Teaching Instructor, Department of History, Kansas State University, Manhattan
- 2006 - 2008 Graduate Teaching Assistant, Department of History, Kansas State University, Manhattan

**Selected Refereed Journal Articles/Publications/Significant Works of Scholarly Activity:**

**Articles**


**Book Reviews**


February 6, 2015

Dr. Carol Shanklin, Dean
Graduate School
Fairchild Hall
CAMPUS

Dear Dr. Shanklin:

Please find under cover of this letter the credentials of Dr. Jeffrey DeFrain who is nominated for Graduate Faculty membership.

Dr. DeFrain is an Adjunct Faculty Member in our department and is currently a Research Nutritionist with Zinpro Corporation in Eden Prairie, MN. He received his B.S. and M.S. degrees from Kansas State University and his Ph.D. from South Dakota State University.

Graduate faculty membership would allow him to serve on graduate committees where he would provide expertise in mineral utilization as well as practical aspects of dairy cattle nutrition.

Thank you for considering this request.

Sincerely,

[Signature]

Kenneth G. Odde
Professor and Head
KANSAS STATE UNIVERSITY
Graduate School

NOMINATION FOR GRADUATE FACULTY
(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
☐ APPROVED  ☐ REJECTED

SIGNATURE: ____________________________

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Associate Membership  Check All That Apply:
  ☐ Teach graduate courses
  ☐ Serve on supervisory committees

☐ Membership (Non-tenure track or no terminal degree)

☐ Certification to direct doctoral students

NAME: Jeffrey DeFrain

DEPARTMENT/UNIT: Animal Sciences and Industry

RANK: Adjunct Faculty

EMPLOYEE ID: W0000036582

E-mail Address: jmd0522@gmail.com

Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☐ Yes ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

***Only certified department graduate faculty are eligible to vote on certification nominations.***

ASSOCIATE MEMBERSHIP OR MEMBERSHIP

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AUTHORIZING SIGNATURE: ____________________________

☐ ONE PAGE VITA- also sent electronically to gradinfo@ksu.edu
A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee’s educational background and professional history including a list of selected creative activities, books or refereed research articles.

☐ LETTER OF NOMINATION
The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☐ COMPLETE VITA
Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☐ PUBLISHER RE-PRINTS AS AVAILABLE
NAME Jeffrey M. DeFrain

DEPARTMENT/UNIT Animal Sciences and Industry

EDUCATION:

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<tr>
<th>Degree</th>
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<td>PhD</td>
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<td>South Dakota State University, Animal Science</td>
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<td>BS</td>
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PROFESSIONAL EXPERIENCE:

(List current and three most recent positions)

EXAMPLE: Associate Professor, Department of XXXXX, Kansas State University, Manhattan

Current: YYYY - YYYY

YYYY - YYYY 2006-present Position Research Nutritionist, Zinpro Corporation, Eden Prairie, MN

Previous


YYYY - YYYY 2004-2005 Position Dairy Technical Consultant, Hubbard Dairy Services, Mankato, MN

Selected Refereed Journal Articles/Publications/Significant Works of Scholarly Activity:

(List no more than 5 peer reviewed articles/works completed within the past 5 years that demonstrate your credentials to teach graduate level courses and guide graduate student research.)

EXAMPLE:


February 10, 2015

Dr. Carol Shanklin  
Dean of the Graduate School  
Fairchild Hall  
CAMPUS

Dear Dean Shanklin:

This letter covers a request and supporting documentation for DR. LEIGH FINE, Assistant Professor, (WID K0000178928) to be appointed to graduate faculty membership. As Department Chair, I recommend approval and provide the following rationale.

Dr. Fine serves as Assistant Professor in the Staley School of Leadership Studies (SSLS). Although SSLS is an undergraduate minor in the academic system, faculty from SSLS are often asked to serve on masters supervisory committees across the campus since leadership studies is at its foundation very multidisciplinary. Such is the case for Dr. Fine—by being appointed to graduate faculty membership he will be able to assist the SSLS in integrating campus-wide and will be able to serve graduate students well through his academic credentials—as evidenced by his attached vitae, he is recognized outside the university through scholarly publications and scholarly service. His department agrees as evidenced by my signature and by the eligible faculty vote favoring graduate faculty membership 10-0-0-0.

Thank you for your consideration.

Sincerely yours,

Dr. David C. Thompson  
Elvon G. Skeen Endowed Chair in Education  
Professor and Chair  
Distinguished Fellow of Research and Practice NEFC
SELECT ONE TYPE OF MEMBERSHIP

☐ Membership (Tenure track with terminal degree)
Upon departmental nomination, the Dean of the Graduate School will
appoint the candidate to the graduate faculty.

*See Graduate Handbook Chapter 5, section A.2*

☒ Membership (Non-tenure track, adjunct, or no terminal degree;
requires Graduate Council approval)

☐ Associate Membership (requires Graduate Council approval)
☐ Teach graduate courses ☐ Serve on supervisory committees

☐ Certification to direct doctoral students
(requires Graduate Council approval)

Note: Doctoral certification can be sought
when a tenure track faculty member with a
terminal degree is nominated for membership
on the graduate faculty or at any subsequent
time. HOWEVER, a faculty member may not
be nominated for only Certification if they
have not already been nominated for
Membership.

Name: Fine, Leigh
Department: School of Leadership Studies--COE
Rank: Assistant Professor
Email: fine@ksu.edu
Employee ID K0000178928

Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☒ Yes ☐ No

Please record vote information below. Only the graduate faculty members of a department/program may vote on
membership matters. *Two-thirds of eligible graduate faculty in the program must participate in the vote*

ASSOCIATE MEMBERSHIP OR MEMBERSHIP

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AUTHORIZING SIGNATURE (Dept. Head or Graduate Program Director)

By typing or signing your name here, you authorize approval of the nomination and confirm accuracy of voting information.

PLEASE SUBMIT THIS FORM, LETTER OF NOMINATION, AND ONE-PAGE VITA (using Word template or
PDF form) AS A SINGLE PDF TO gradinfo@ksu.edu

• LETTER OF NOMINATION: The department head must submit a letter that states the intended role(s) of the nominee as a
member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or
doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative
activities and additional qualifications to serve as a member of graduate faculty.

• ONE-PAGE VITA: A one-page vita prepared using the one-page vita Word template or PDF form, which may be accessed at
http://www.k-state.edu/grad/faculty/graduate-council/forms.html, must be submitted

• COMPLETE VITA: Please also submit a complete vita, with peer-reviewed publications clearly designated, as a separate pdf
to gradinfo@ksu.edu

For a nomination processing timeline, go to: http://www.k-state.edu/grad/faculty/graduate-council/forms.html

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Committee Agenda
Graduate Council Agenda
Database
Catalog
HRIS
Letter

46
ABRIDGED CURRICULUM VITAE
Leigh E. Fine

Education

Ph.D., 2012 The Ohio State University: Sociology
Graduate Specialization in Sexuality Studies

M.A., 2008 The Ohio State University: Sociology

M.A., 2007 University of Delaware: Counseling in Higher Education, with Honors
Specialization in Student Affairs Practice

B.S., 2005 Kansas State University: Chemical Science, cum laude
Minors in Leadership Studies and Women’s Studies

Professional Experience

2014 – Present  Assistant Professor
Staley School of Leadership Studies, Kansas State University
Affiliate Faculty, Department of Women’s Studies

2012 – 2014 Visiting Assistant Professor
School of Leadership Studies, Kansas State University
Affiliate Faculty, Department of Women’s Studies

Last Five Refereed Publications

Leadership through Service Learning,” Accepted at Journal of Leadership Education.

Accepted at Journal of Leadership Education.

Fine, Leigh E. 2015. “Penalized or Privileged? Sexual Identity, Gender, and Educational


Fine, Leigh E. 2011. “Minimizing Heterosexism and Homophobia: Constructing Meaning of
February 6, 2015

Dr. Carol Shanklin, Dean
Graduate School
Fairchild Hall
CAMPUS

Dear Dr. Shanklin:

Please find under cover of this letter the credentials of Dr. Larry Kuehn who is nominated for Graduate Faculty membership.

Dr. Kuehn is an Adjunct Faculty Member in our department and is currently a USDA Research Geneticist at the U.S. Meat Animal Research Center in Clay Center, NE. He received his M.S. from Colorado State University and his Ph.D. from Virginia Polytechnic Institute and State University, both in Animal Breeding.

Graduate faculty membership would allow him to serve on graduate committees where he would provide expertise in animal breeding and genetics.

Thank you for considering this request.

Sincerely,

[Signature]

Kenneth G. Odde
Professor and Head
KANSAS STATE UNIVERSITY
Graduate School

NOMINATION FOR GRADUATE FACULTY
(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
☐ APPROVED  ☐ REJECTED
SIGNATURE: __________________________

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership
Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.
**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Associate Membership  Check All That Apply:
☐ Teach graduate courses
☐ Serve on supervisory committees
☒ Membership (Non-tenure track or no terminal degree)
☐ Certification to direct doctoral students

NAME  Larry A. Kuehn
DEPARTMENT/UNIT  Animal Sciences and Industry
RANK  Adjunct Faculty
EMPLOYEE ID  W0001097428
E-mail Address  lkuehn@ksu.edu

Is the candidate’s highest degree a terminal degree for candidate’s field of specialization?  ☑ Yes  ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**
***Only certified department graduate faculty are eligible to vote on certification nominations.***

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A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee’s educational background and professional history including a list of selected creative activities, books or refereed research articles.

☒ LETTER OF NOMINATION
The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☒ COMPLETE VITA
Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☐ PUBLISHER RE-PRINTS AS AVAILABLE

49
Larry Kuehn  
USDA, ARS, U.S. Meat Animal Research Center

Education:  
A.S. 1995 Central Community College, Columbus, NE  
B.S. 1997 University of Nebraska-Lincoln, Animal Science  
M.S. 2000 Colorado State University, Animal Breeding  
Ph.D. 2005 Virginia Polytechnic Institute and State University, Animal Breeding

Professional experience: (List current and three most recent positions)  

2006 - 2009 GS-12, Research Geneticist, USDA, ARS, U.S. Meat Animal Research Center, Clay Center, NE
2006 GS-11, Research Associate, USDA, ARS, U.S. Meat Animal Research Center, Clay Center, NE

Selected Refereed Journal Articles/Publications/Significant Works of Scholarly Activity:


13 January 2015

Dr. Carol Shanklin, Dean
Graduate School
102 Fairchild Hall
CAMPUS

Dear Dean Shanklin,

Attached please find a brief and a complete C.V. for Dr. Kevin McCluskey. The Graduate Faculty in the Department of Plant Pathology voted unanimously to recommend that Dr. McCluskey become a member of the Graduate Faculty.

Dr. McCluskey is a Research Professor and the Curator of the Fungal Genetics Stock Center, which recently moved to K-State from the University of Missouri-Kansas City. He will providing guest lectures in various graduate classes and doing research in fungal genetics and genomics that complements his role as Curator. He has authored or co-authored 14 research articles since 2011. Dr. McCluskey joined the K-State faculty as a non-tenure track Research Professor in September 2014 with a 20:80 research:directed service appointment. We expect him to serve on graduate student committees for M.S. and Ph.D. students in both Plant Pathology and the inter-departmental Genetics program.

We look forward to a favorable decision on Dr. McCluskey’s appointment in the near future.

Sincerely yours,

John F. Leslie, Head
University Distinguished Professor
NOMINATION FOR GRADUATE FACULTY

CHECK ALL THAT APPLY: Faculty may be nominated for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:

☐ MEMBERSHIP (Tenure track with terminal degree)

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.  **See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:

☐ Associate Membership
☐ Teach graduate courses
☐ Serve on supervisory committees

☐ Membership (Non-tenure track, adjunct, or no terminal degree)

☐ Certification to direct doctoral students

Name: Kevin McCluskey  Department: Plant Pathology

Rank: Research Professor  Email: mccluskeyk@ksu.edu  Employee ID J0000070208

Is the candidate's highest degree a terminal degree for candidate's field of specialization?  ☐ Yes  ☐ No

Please record vote information below. Only the graduate faculty members of a department/program may vote on membership matters. Note: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time. HOWEVER, a faculty member may not be nominated for only Certification if they have not already been nominated for Membership.

*Two-thirds of eligible graduate faculty in the program must participate in the vote*

**Only certified graduate faculty of the program are eligible to vote on certification nominations**

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AUTHORIZING SIGNATURE (Dept. Head or Graduate Program Director):

By typing or signing your name here, you authorize approval of the nomination and confirm accuracy of voting information.

PLEASE SUBMIT THIS FORM, LETTER OF NOMINATION, AND ONE-PAGE VITA (using Word template or PDF form) AS A SINGLE PDF TO gradinfo@ksu.edu

• LETTER OF NOMINATION: The department head must submit a letter that states the intended role(s) of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

• ONE-PAGE VITA: A one-page vita prepared using the one-page vita Word template or PDF form, which may be accessed at http://www.k-state.edu/grad/faculty/graduate-council/forms.html, must be submitted

• COMPLETE VITA: Please also submit a complete vita, with peer-reviewed publications clearly designated, as a separate pdf to gradinfo@ksu.edu

For a nomination processing timeline, go to: http://www.k-state.edu/grad/faculty/graduate-council/forms.html

FOR GRADUATE SCHOOL USE ONLY:

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Signature:  Signature:
KEVIN MCCluskey  
Research Professor  
Department of Plant Pathology  
Kansas State University  
Manhattan, KS  

Phone (785) 532-1420  
E-mail: mccluskeyk@ksu.edu  
www.fgsc.net  
www.usccn.org

EDUCATION

9/87-6/91  
Oregon State University, Corvallis, Oregon  
Ph.D. in Botany and Plant Pathology, Graduate Advisor: Dr. Dallice Mills  
Thesis: "Molecular karyotyping of Ustilago hordei and related smut fungi."

7/82-6/85  
Stanford University, Stanford, California  
M.S. in Biological Sciences 6/85  
B.S. with Departmental Honors in Biological Sciences 6/85

6/83-8/83  
Foothill Junior College, Los Altos, California

9/80-6/82  
California State University, Chico, California

ACADEMIC APPOINTMENTS

10/14- Present  
Research Professor, Curator, Fungal Genetics Stock Center  
Department of Plant Pathology, Kansas State University, Manhattan, Kansas

5/12-9/14  
Research Professor, Curator, Fungal Genetics Stock Center  
Cell Biology and Biophysics, School of Biological Sciences, University of Missouri- Kansas City

6/04-3/13  
Adjunct Associate Professor, Department of Microbiology, University of Kansas Medical Center, Kansas City, Kansas

7/04-5/12  
Associate Research Professor, Curator, Fungal Genetics Stock Center  
Cell Biology and Biophysics, School of Biological Sciences, University of Missouri- Kansas City

6/95-6/04  
Research Assistant Professor, Curator, Fungal Genetics Stock Center  
Department of Microbiology, University of Kansas Medical Center, Kansas City, Kansas

Five publications in last 5 years


McCluskey, K. 2012. Variation in mitochondrial genome primary sequence among whole-genome sequenced strains of Neurospora crassa. IMA Fungus. 3(1):93-98


McCluskey, K. 2013. Biological Resource Centers provide data and characterized living material for industrial biotechnology. Industrial Biotechnology. 9(3):117-122

February 6, 2015

Dr. Carol Shanklin, Dean
Graduate School
Fairchild Hall
CAMPUS

Dear Dr. Shanklin:

Please find under cover of this letter the credentials of Dr. Warren Snelling who is nominated for Graduate Faculty membership.

Dr. Snelling is an Adjunct Faculty Member in our department and is currently a USDA Research Geneticist at the U.S. Meat Animal Research Center in Clay Center, NE. He received his M.S. and Ph.D. degrees in Animal Science from Colorado State University.

Graduate faculty membership would allow him to serve on graduate committees where he would provide expertise in animal breeding and genetics.

Thank you for considering this request.

Sincerely,

Kenneth G. Odde
Professor and Head
KANSAS STATE UNIVERSITY
Graduate School

NOMINATION FOR GRADUATE FACULTY
(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
[ ] APPROVED  [ ] REJECTED

SIGNATURE: ____________________________

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
[ ] Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:
[ ] Associate Membership  Check All That Apply:
[ ] Teach graduate courses
[ ] Serve on supervisory committees
[ ] Membership (Non-tenure track or no terminal degree)
[ ] Certification to direct doctoral students

NAME Warren M. Snelling
DEPARTMENT/ UNIT Animal Sciences and Industry

RANK Adjunct Faculty  EMPLOYEE ID W000097431  E-mail Address snelling@ksu.edu

Is the candidate's highest degree a terminal degree for candidate's field of specialization?  [ ] Yes  [ ] No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

***Only certified department graduate faculty are eligible to vote on certification nominations.***

ASSOCIATE MEMBERSHIP OR MEMBERSHIP

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AUTHORIZING SIGNATURE: ____________________________

[ ] ONE PAGE VITA- also sent electronically to gradinfo@ksu.edu
A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books or refereed research articles.

[ ] LETTER OF NOMINATION
The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

[ ] COMPLETE VITA
Please attach a complete vita. Peer-reviewed publications should be clearly designated.

[ ] PUBLISHER RE-PRINTS AS AVAILABLE

55
Warren M. Snelling
USDA-ARS, US Meat Animal Research Center

Education:
B.S. 1984 Kansas State University, Animal Sciences and Industry
M.S. 1988 Colorado State University, Animal Science
Ph.D. 1994 Colorado State University, Animal Science

Professional experience: (List current and three most recent positions)
Current: 2001 - present Research Geneticist, Genetics and Breeding Unit, USMARC

Previous: 1996 - 2001 Technical Director, Beefbooster Management Ltd, Calgary, AB, Canada
1994 - 1996 Research Associate (postdoc), USDA-ARS-LARRL, Miles City, MT

Selected Refereed Journal Articles/Publications/Significant Works of Scholarly Activity:
(List no more than 5 peer reviewed articles/works completed within the past 5 years that demonstrate your credentials to teach graduate level courses and guide graduate student research.)


February 6, 2015

Dr. Carol Shanklin, Dean
Graduate School
Fairchild Hall
CAMPUS

Dear Dr. Shanklin:

Please find under cover of this letter the credentials of Dr. Mark Thallman who is nominated for Graduate Faculty membership.

Dr. Thallman is an Adjunct Faculty Member in our department and is currently a USDA Research Geneticist at the U.S. Meat Animal Research Center in Clay Center, NE. He received his M.S. in Animal Breeding and his Ph.D. in Genetics from Texas A&M University.

Graduate faculty membership would allow him to serve on graduate committees where he would provide expertise in animal breeding and genetics.

Thank you for considering this request.

Sincerely,

[Signature]

Kenneth G. Odde
Professor and Head
KANSAS STATE UNIVERSITY
Graduate School

NOMINATION FOR GRADUATE FACULTY
(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
☐ APPROVED ☐ REJECTED

SIGNATURE: __________________________

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:

☐ Associate Membership  Check All That Apply:
☐ Teach graduate courses
☐ Serve on supervisory committees

☒ Membership (Non-tenure track or no terminal degree)

☐ Certification to direct doctoral students

NAME  R. Mark Thallman
DEPARTMENT/ UNIT  Animal Sciences and Industry
RANK  Adjunct Faculty
EMPLOYEE ID  W0000097430
E-mail Address  mthallman@ksu.edu

Is the candidate's highest degree a terminal degree for candidate's field of specialization?  ☒ Yes ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

***Only certified department graduate faculty are eligible to vote on certification nominations.***

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☒ LETTER OF NOMINATION
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☒ COMPLETE VITA
Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☐ PUBLISHER RE-PRINTS AS AVAILABLE
R. Mark Thallman  
USDA-ARS Meat Animal Research Center, Clay Center, NE

Education:
- B.S. 1981 Texas A&M University, Animal Science
- M.S. 1988 Texas A&M University, Animal Breeding
- Ph.D. 1995 Texas A&M University, Genetics

Professional experience:
- Current: 1998 - present Research Geneticist, USDA-ARS, Clay Center, NE
- Previous:
  - 1996 - 1998 Research Geneticist, USDA-ARS, Clay Center, NE
  - 1995 - 1996 Director of Research and Development, Camp Cooley Ranch, Franklin, TX
  - 1990 - 1995 Graduate Assistant – Research, Department of Animal Science, Texas A&M University, College Station, TX

Selected Refereed Journal Articles/Publications/Significant Works of Scholarly Activity:


February 6, 2015

Dr. Carol Shanklin, Dean
Graduate School
Fairchild Hall
CAMPUS

Dear Dr. Shanklin:

Please find under cover of this letter the credentials of Dr. Aimee Wertz-Lutz who is nominated for Graduate Faculty membership.

Dr. Wertz-Lutz is an Adjunct Faculty Member in our department and is currently a Ruminant Nutrition Research Manager at ADM Animal Nutrition in Quincy, IL. She received her M.S. and Ph.D. degrees in Ruminant Nutrition from University of Illinois.

Graduate faculty membership would allow her to serve on graduate committees where she would provide expertise in ruminant nutrition.

Thank you for considering this request.

Sincerely,

[Signature]

Kenneth G. Odde
Professor and Head
KANSAS STATE UNIVERSITY
Graduate School

NOMINATION FOR GRADUATE FACULTY
(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:  
☐ APPROVED  ☐ REJECTED
SIGNATURE:

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:

☐ Associate Membership  Check All That Apply:
☐ Teach graduate courses
☐ Serve on supervisory committees
☐ Membership (Non-tenure track or no terminal degree)
☐ Certification to direct doctoral students

NAME  Aimee E. Wertz-Lutz

DEPARTMENT/ UNIT  Animal Sciences and Industry

RANK  Adjunct Faculty

EMPLOYEE ID  W0000097470

E-mail Address  aimee.wertz-lutz@adm.com

Is the candidate’s highest degree a terminal degree for candidate’s field of specialization?  ☑ Yes  ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

***Only certified department graduate faculty are eligible to vote on certification nominations.***

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AUTHORIZING SIGNATURE: [Signature]

☑ ONE PAGE VITA- also sent electronically to gradinfo@ksu.edu

A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books or refereed research articles.

☑ LETTER OF NOMINATION

The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☑ COMPLETE VITA

Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☐ PUBLISHER RE-PRINTS AS AVAILABLE
NAME: Aimee E. Wertz-Lutz

DEPARTMENT/UNIT: ADM Alliance Nutrition

EDUCATION:

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<td>M.S.</td>
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<td>University of Illinois, Animal Science Ruminant Nutrition</td>
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<tr>
<td>PhD.</td>
<td>2001</td>
<td>University of Illinois, Animal Science Ruminant Nutrition</td>
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PROFESSIONAL EXPERIENCE:

(List current and three most recent positions)

EXAMPLE: Associate Professor, Department of XXXXX, Kansas State University, Manhattan

Current: YYYY-YYYY 2011-Present  Position: Ruminant Research Manager ADM Alliance Nutrition

Previous


YYYY-YYYY 1994-2000  Position: Graduate Research and Teaching Assistant University of Illinois

Selected Refereed Journal Articles/Publications/Significant Works of Scholarly Activity:

(List no more than 5 peer reviewed articles/works completed within the past 5 years that demonstrate your credentials to teach graduate level courses and guide graduate student research.)

EXAMPLE:


January 16, 2015

Dr. Carol Shanklin  
Dean of the Graduate School  
103 Fairchild Hall  
CAMPUS

Dear Dr. Shanklin:

Enclosed please find nomination papers and documents in support Dr. Bill Wilson’s appointment as a member of the Graduate Faculty at Kansas State University.  Dr. Wilson is a Research Microbiologist in the Center for Grain and Animal Health Research (USDA/ARS), formerly Arthropod-Borne Animal Disease Research Unit (ABADRU) in Manhattan.  He has been with ABADRU since 2010 and has extensive research experience in the area of animal viral diseases. In the June of 2010, he was appointed as an adjunct Professor in the Department of Diagnostic Medicine/Pathobiology.  Dr. Wilson has extensive collaborative interactions in the area of viral diseases in animals with several faculty members in the college (Drs. Juergen Richt, Wenjun Ma, Bob Rowland, Steve Higgs, and others).  The membership in Gradate faculty will allow him to serve on supervisory committees of graduate students in Pathobiology and Public Health programs.

Dr. Wilson’s curriculum vitae and a ballot were circulated to the Pathobiology Graduate Group in the week of Jan 6, 2015 for members to vote.  There are a total of 45 faculty members in the Pathobiology Graduate Group eligible to vote and 40 members voted in support of his membership, tow voted no, none abstained, and three ballots were not returned.

Based on the recommendation of the Pathobiology Graduate Group, I would like to request that the nomination of Dr. Bill Wilson for Graduate Faculty membership be approved.

Sincerely,

T. G. Nagaraja

T. G. Nagaraja
Chair of the Graduate Program

CC: Dr. M. M. Chengappa, Head, DM/P
NOMINATION FOR GRADUATE FACULTY

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:  
- [ ] MEMBERSHIP  
  (Tenure track with terminal degree)

REQUIRING GRADUATE COUNCIL APPROVAL:
- [ ] Associate Membership
  - Teach graduate courses
  - Serve on supervisory committees

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**
- [x] Membership (Non-tenure track or no terminal degree)
- [ ] Certification to direct doctoral students

1. Name  _William C. Wilson__________________  Department  _Diagnostic Medicine/Pathobiology_____
   Email  William.Wilson@ars.usda.gov_____Rank  Research Microbiologist____  Employee

2. Is the candidate's highest degree a terminal degree for candidate's field of specialization?  [x] Yes  [ ] No

3. Please record vote information below. Only the graduate faculty members of a department/program may vote on membership matters.  
   Note: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

   *Must have two-thirds of eligible department graduate faculty participation*
   **Only certified department graduate faculty are eligible to vote on certification nominations**

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DEPARTMENT CHECKLIST (DOCUMENTS TO ACCOMPANY THIS FORM):
- [x] ONE-PAGE VITA – also sent electronically to gradinfo@ksu.edu:
  A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee’s educational background and professional history including a list of selected creative activities, books, or refereed research articles.

- [x] LETTER OF NOMINATION:
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- [x] COMPLETE VITA:
  Please attach a complete vita. Peer-reviewed publications should be clearly designated.

- [ ] PUBLISHER RE-PRINTS AS AVAILABLE

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<tr>
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<td>Rejected</td>
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</table>

Signature:  

Signature:
William C. Wilson, Ph.D  
Diagnostic Medicine/Pathobiology, KSU

Education:  
B.S. 1979 University of Illinois at Urbana-Champaign  
Ph.D. 1985 University of Illinois at Urbana-Champaign

Professional experience:  
Current: 1986 - Present Research Microbiologist, Arthropod-Borne Animal Diseases Research Unit, USDA, ARS  
2010- Present Adjunct Professor, Diagnostic Medicine/Pathobiology, Kansas State University  
2014 – Present Adjunct Associate Professor, Department of Veterinary Pathology, Texas A&M

Previous: 1984-1986 Post-Doctoral Associate, Eppley Cancer Institute, University Nebraska-Medical Center, Omaha, NE  
1988-2010 Adjunct Professor, Molecular Biology, University of Wyoming  
1989-2010 Affiliate Faculty, Microbiology, Immunology and Pathology, Colorado State University  
1993-1996 Adjunct Asst. Prof., Veterinary Science, Washington State University

Selected Refereed Journal Articles: (Selected from 77; 5 submitted; 11 book Chapters)  


Carol W. Shanklin, Ph.D., R.D.
Dean, Graduate School
Professor Hospitality Management & Dietetics
Kansas State University
103 Fairchild Hall
Manhattan, KS 66506

Dear Dean Shanklin:

The graduate faculty of the Department of Biological and Agricultural Engineering of Kansas State University (KSU) supports the request of Dr. Daniel Flippo for certification. The faculty reviewed his nomination package and agreed with his request for certification. Certification will enable Dr. Flippo to contribute towards the Vision 2025 goal of increasing the number of Ph.D. graduates and advance the university research efforts.

Dr. Flippo’s research is in conjunction with the BAE machinery systems option. Therefore, the expectation is he will be advising Master of Science students and doctoral students. In addition, Dr. Flippo will be teaching graduate level courses. Graduate student research programs will be enhanced via his knowledge and expertise. His research focuses on machinery systems in food, fiber and/or bio-based fuel production and improvement of energy efficiencies and utilization of hybrid power transmissions in off-road vehicles.

I support the BAE graduate faculty nomination of Dr. Daniel Flippo for KSU Graduate Faculty certification.

Please do not hesitate to contact me if there are any additional questions.

Sincerely,

Joseph P. Harner III, Ph.D., P.E.
Professor and Head

JPH:bjm
Enclosures
NOMINATION FOR GRADUATE FACULTY

(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
☐ APPROVED   ☐ REJECTED

SIGNATURE: ____________________________

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Associate Membership  Check All That Apply:
☐ Teach graduate courses
☐ Serve on supervisory committees
☐ Membership (Non-tenure track or no terminal degree)
☐ Certification to direct doctoral students

NAME     Daniel K. Flippo  DEPARTMENT/UNIT: Biological and Agricultural Engineering
RANK     Assistant Professor  EMPLOYEE ID: 50000039424  E-mail Address: dkflippo@ksu.edu

Is the candidate's highest degree a terminal degree for candidate's field of specialization?  ☑ Yes  ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

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The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☑ COMPLETE VITA

Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☑ PUBLISHER RE-PRINTS AS AVAILABLE
Dr Daniel Flippo

• Email: dkflippo@ksu.edu
• Department: Bio and Ag Engineering
• Phone: 316-305-5748

• Education:
  - Ph.D. 2009 Mechanical Engineering The University of Oklahoma
  - M.S. 2005 Mechanical Engineering Wichita State University
  - B.S. 1994 Mechanical Engineering Kansas State University

• Academic/Industrial Experience:
  - Assistant Professor, 2013 to present Kansas State University, Manhattan KS
  - Senior Engineer, 2011 to 2013 John Deere Product Engineering Center, Waterloo IA
  - Adjunct Instructor, 2009 to 2011 University of Oklahoma, Norman OK
  - Contract Engineer, 2011 Tinker Air Force Base, Oklahoma City OK
  - Design Engineer, 1997 to 2005 Cessna Aircraft Co, Wichita KS

• Key Words Related to Your Activities: Agriculture, Automation, Mechatronics, Precision Machines, Robotics, Wheel to soil interaction

• Short description of educational interests Educating undergraduates and graduates in the design and role of agricultural machines.

• Short description of research interests My interests are the blending of automation and agriculture which includes the transfer of power, automation, mechatronics, and wheel to soil interaction.

• Four recent Conferences and Journal publications
November 20, 2014

Carol W. Shanklin, Ph.D., R.D.
Dean, Graduate School
Professor Hospitality Management & Dietetics
Kansas State University
103 Fairchild Hall
Manhattan, KS 66506

Dear Dean Shanklin:

The graduate faculty of the Department of Biological and Agricultural Engineering of Kansas State University (KSU) supports the nomination of Dr. Zifei Liu to the KSU graduate faculty. The faculty reviewed his nomination package and support his request for certification. Certification will enable Dr. Liu to contribute towards the Vision 2025 goal of increasing the number of Ph.D. graduates.

Dr. Liu’s extension and research appointment will focus on addressing statewide issues related to air quality. Therefore, the expectation is he will be Chair as well as serving on supervisory committees of Master of Science and Doctoral students. His field of study is in modeling air quality issues related to animal production systems. He will be developing novel techniques to model the impact of smoke from Flint Hill’s burning practices on neighboring states. The modeling will enable smoke management plans to be developed and then field tested prior to implementation by the ranchers. He will be part of a team of scientists from four other colleges addressing these critical issues in the sustainability of the Flint Hills region.

I support the BAE graduate faculty nomination of Dr. Zifei Liu for KSU Graduate Faculty certification.

Please do not hesitate to contact me if there are any additional questions.

Sincerely,

Joseph P. Harner III, Ph.D., P.E.
Professor and Head

JPH:bjm
Enclosures
NOMINATION FOR GRADUATE FACULTY

(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
☐ APPROVED   ☐ REJECTED
SIGNATURE:

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Associate Membership   Check All That Apply:
☐ Teach graduate courses
☐ Serve on supervisory committees
☐ Membership (Non-tenure track or no terminal degree)
☒ Certification to direct doctoral students

NAME Zifei Liu
DEPARTMENT/ UNIT Biological and Agricultural Engineering
RANK Assistant Professor
EMPLOYEE ID W0000087975
E-mail Address zifeiliu@ksu.edu

Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☒ Yes   ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

***Only certified department graduate faculty are eligible to vote on certification nominations.***

ASSOCIATE MEMBERSHIP OR MEMBERSHIP

<table>
<thead>
<tr>
<th># ELIGIBLE TO VOTE</th>
<th>YES</th>
<th>NO</th>
<th>NOT VOTING</th>
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CERTIFICATION

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</thead>
</table>

AUTHORIZING SIGNATURE:

☑ ONE PAGE VITA - also sent electronically to gradinfo@ksu.edu
A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books or refereed research articles.

☑ LETTER OF NOMINATION
The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☑ COMPLETE VITA
Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☑ PUBLISHER RE-PRINTS AS AVAILABLE
DR. ZIFEI LIU
Assistant Professor
Biological & Agricultural Engineering
Kansas State University
154 Seaton Hall
Manhattan, KS 66506
Phone: 785-532-3587
Fax: 785-532-5825
Email: Zifeiliu@ksu.edu

EDUCATION
M.S. 2005. Environmental Engineering, University of Cincinnati
B.S. 1992. Atmospheric Science, Nanjing University, China

PROFESSIONAL HISTORY
2012-present. Assistant Professor, Kansas State University
2010-2012. Postdoc, Michigan State University
1999-2000. Visiting Scientist, Kochi Prefectural Environmental Research Center, Japan

SELECTED PEER REVIEWED JOURNAL PUBLICATIONS

PROJECTS

PROFESSIONAL SERVICES
Vice chair of SE-04 Paper Awards committee of ASABE
Associate editor for the SE division of ASABE
Reviewer for the following journals
- Environmental Science and Technology
- Journal of Environmental Quality
- Atmospheric Environment
- Transactions of the ASABE
- Journal of the Air & Waste Management Association
- International Journal of Environment and Pollution
- International Journal of Environmental Technology and Management
- Livestock Science

GRANTSMANSHIP
<table>
<thead>
<tr>
<th>Role</th>
<th>Project title</th>
<th>Funding Agency</th>
<th>Status</th>
</tr>
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<tbody>
<tr>
<td>PI</td>
<td>Mitigation of Air Emissions from Swine Buildings through the Photocatalytic Technology Using UV/TiO&lt;sub&gt;2&lt;/sub&gt;</td>
<td>National Pork Board</td>
<td>Funded $37,368</td>
</tr>
<tr>
<td>PI</td>
<td>Effectiveness of vegetative environmental buffers to reduce swine facility emissions</td>
<td>National Pork Board</td>
<td>Funded $36,262</td>
</tr>
<tr>
<td>Co-PI</td>
<td>Effects of Electrostatic Particle Ionization on Hog Barn Air Quality and Pig Growth Performance</td>
<td>KCARE</td>
<td>Funded $12,000</td>
</tr>
<tr>
<td>PI</td>
<td>Meta-analysis of H2S, NH3, VOC, PM&lt;sub&gt;10&lt;/sub&gt; and PM&lt;sub&gt;2.5&lt;/sub&gt; emissions from swine productions in North America</td>
<td>National Pork Board</td>
<td>Funded $35,565</td>
</tr>
<tr>
<td>PI</td>
<td>Meta-analysis of greenhouse gas emissions from swine operations</td>
<td>National Pork Board</td>
<td>Funded $29,555</td>
</tr>
</tbody>
</table>
February 6, 2015

Dr. Carol Shanklin  
Dean of the Graduate School  
103 Fairchild Hall  
Kansas State University

Dear Dr. Shanklin,

I nominate Dr. Daniel Rolles, Assistant Professor of Physics, to be certified as a graduate faculty in Kansas State University.

Dr. Rolles joined the department of physics in December, 2014 as an Assistant Professor. He has received a PhD in Physics (Doktor rer. nat.) from Technische Universität Berlin, Germany in 2005 and has several years of postdoctoral research experience before joining K-State. Dr. Rolles has published more than 90 papers in peer-reviewed physics journals.

Dr. Rolles meets all of the criteria for teaching graduate level courses, serving on supervisory committees of master’s or doctoral students, and directing master’s or doctoral students. The Graduate Faculty of the Department of Physics voted unanimously to recommend his certification as a graduate faculty.

A copy of Dr. Rolles’ vitae is enclosed.

Sincerely,

Amit Chakrabarti  
William and Joan Porter Professor and Head
KANSAS STATE UNIVERSITY
Graduate School

NOMINATION FOR GRADUATE FACULTY

CHECK ALL THAT APPLY: Faculty may be nominated for membership & certification simultaneously

<table>
<thead>
<tr>
<th>NOT REQUIRING GRADUATE COUNCIL APPROVAL:</th>
<th>REQUIRING GRADUATE COUNCIL APPROVAL:</th>
</tr>
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<tbody>
<tr>
<td>☑ MEMBERSHIP (Tenure track with terminal degree)</td>
<td>☐ Associate Membership</td>
</tr>
<tr>
<td>Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty. <strong>See Graduate Handbook section A.2</strong></td>
<td>☐ Teach graduate courses</td>
</tr>
<tr>
<td></td>
<td>☐ Serve on supervisory committees</td>
</tr>
<tr>
<td></td>
<td>☐ Membership (Non-tenure track, adjunct, or no terminal degree)</td>
</tr>
<tr>
<td></td>
<td>☑ Certification to direct doctoral students</td>
</tr>
</tbody>
</table>

Name: DANIEL ROLLES
Department: PHYSICS
Rank: ASSISTANT PROFESSOR
Email: rolles@phys.ksu.edu
Employee ID W0000097227

Is the candidate's highest degree a terminal degree for candidate's field of specialization? ☑ Yes ☐ No

Please record vote information below. Only the graduate faculty members of a department/program may vote on membership matters. Note: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time. HOWEVER, a faculty member may not be nominated for only Certification if they have not already been nominated for Membership.

*Two-thirds of eligible graduate faculty in the program must participate in the vote*

<table>
<thead>
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<th>ASSOCIATE MEMBERSHIP OR MEMBERSHIP</th>
<th>CERTIFICATION</th>
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</thead>
<tbody>
<tr>
<td># ELIGIBLE TO VOTE</td>
<td>28</td>
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<tr>
<td>YES</td>
<td>21</td>
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<tr>
<td>NO</td>
<td>0</td>
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<tr>
<td>ABSTAIN</td>
<td>0</td>
</tr>
<tr>
<td>NOT VOTING</td>
<td>7</td>
</tr>
</tbody>
</table>

AUTHORIZING SIGNATURE (Dept. Head or Graduate Program Director): Amit Choudhry

By typing or signing your name here, you authorize approval of the nomination and confirm accuracy of voting information.

PLEASE SUBMIT THIS FORM, LETTER OF NOMINATION, AND ONE-PAGE VITA (using Word template or PDF form) AS A SINGLE PDF TO gradinfo@ksu.edu

- LETTER OF NOMINATION: The department head must submit a letter that states the intended role(s) of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

- ONE-PAGE VITA: A one-page vita prepared using the one-page vita Word template or PDF form, which may be accessed at http://www.k-state.edu/grad/faculty/graduate-council/forms.html, must be submitted

- COMPLETE VITA: Please also submit a complete vita, with peer-reviewed publications clearly designated, as a separate pdf to gradinfo@ksu.edu

For a nomination processing timeline, go to: http://www.k-state.edu/grad/faculty/graduate-council/forms.html

FOR GRADUATE SCHOOL USE ONLY:

<table>
<thead>
<tr>
<th>SUBCOMMITTEE</th>
<th>GRADUATE COUNCIL</th>
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<tbody>
<tr>
<td>Approved ☐</td>
<td>Approved ☑</td>
</tr>
<tr>
<td>Rejected ☐</td>
<td>Rejected ☐</td>
</tr>
</tbody>
</table>

Signature: Signature:
Daniel Rolles
Assistant Professor
Department of Physics

A. PROFESSIONAL PREPARATION

<table>
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<tr>
<th>Institution(s)</th>
<th>Major</th>
<th>Degree</th>
<th>Year</th>
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</thead>
<tbody>
<tr>
<td>Technical University Berlin</td>
<td>Physics</td>
<td>Diplom (M.Sc.)</td>
<td>2001</td>
</tr>
<tr>
<td>Technical University Berlin</td>
<td>Physics</td>
<td>Ph.D.</td>
<td>2005</td>
</tr>
<tr>
<td>Advanced Light Source, Berkeley Lab &amp;</td>
<td>Experimental</td>
<td>Postdoc</td>
<td>2005-2007</td>
</tr>
<tr>
<td>Western Michigan University, Kalamazoo, MI</td>
<td>AMO Physics</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

B. ACADEMIC/PROFESSIONAL APPOINTMENTS

Assistant Professor, Department of Physics, Kansas State University, Manhattan, KS 2015-present
Research Group Leader, Deutsches Elektronen Synchrotron (DESY), Hamburg 2013-2014
Staff Scientist, Max Planck Advanced Study Group (ASG), Center for Free Electron Laser Science (CFEL), Hamburg 2008-2012
Postdoc and Feodor-Lynen Fellow, Advanced Light Source, Lawrence Berkeley National Laboratory & Western Michigan University 2005-2007

C. RECENT PUBLICATIONS


D. SYNERGISTIC ACTIVITIES

- Lecturer at the Center for Ultrafast Imaging Graduate Weeks, CFEL, Hamburg (Germany), 03/2014.
- PI on several experiments at the LCLS and FLASH FELs and the PETRA and ALS synchrotrons.
- Tour guide for the Berkeley Lab Community Relations Department, 2005-2008.
November 20, 2014

Carol W. Shanklin, Ph.D., R.D.
Dean, Graduate School
Professor, Hospitality Management & Dietetics
Kansas State University
103 Fairchild Hall
Manhattan, KS 66506

Dear Dean Shanklin:

The graduate faculty of the Department of Biological and Agricultural Engineering (BAE) of Kansas State University (KSU) supports the request of Dr. Aleksey Sheshukov to serve as chair of doctoral candidates. The faculty reviewed his nomination package and support his request for certification. Certification will enable Dr. Sheshukov to contribute towards the Vision 2025 goal of increasing the number of Ph.D. graduates and advance the university research efforts.

Dr. Sheshukov’s water modeling skills are enabling BAE to transition from intensive field research necessary to identify non-point source pollutants in a watershed to modeling of the watershed. Dr. Sheshukov’s research focus complements BAE’s existing environmental quality research. He has demonstrated the ability to interact with graduate students and provide watershed modeling guidance and assistance. Dr. Sheshukov’s knowledge and expertise will enable future doctoral students under his supervision to become global leaders in the field of watershed modeling.

I support the BAE graduate faculty nomination of Dr. Aleksey Sheshukov for KSU Graduate Faculty certification.

Please do not hesitate to contact me if there are any additional questions.

Sincerely,

Joseph P. Harner III, Ph.D., P.E.
Professor and Head

JPH:bjm
Enclosures
NOMINATION FOR GRADUATE FACULTY

(See membership/certification requirements on page 2)

FOR GRADUATE SCHOOL USE ONLY:
☐ APPROVED    ☐ REJECTED

SIGNATURE:____________________________________

CHECK ALL THAT APPLY: Nominees may apply for membership & certification simultaneously

NOT REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Membership

Upon departmental nomination, the Dean of the Graduate School will appoint the candidate to the graduate faculty.

**See Graduate Handbook section A.2**

REQUIRING GRADUATE COUNCIL APPROVAL:
☐ Associate Membership  Check All That Apply:
☐ Teach graduate courses
☐ Serve on supervisory committees
☐ Membership (Non-tenure track or no terminal degree)
☐ Certification to direct doctoral students

NAME  Aleksey Y. Sheshukov

DEPARTMENT/ UNIT  Biological and Agricultural Engineering

RANK  Assistant Professor

EMPLOYEE ID  W0000074943

E-mail Address  ashesh@ksu.edu

Is the candidate's highest degree a terminal degree for candidate's field of specialization?  ☑ Yes  ☐ No

Please record the vote information below. Only the graduate faculty members of a department/program may vote on membership matters. NOTE: Doctoral certification can be sought when a faculty member is nominated for membership on the graduate faculty or at any subsequent time.

**Must have two-thirds of eligible department graduate faculty participation**

***Only certified department graduate faculty are eligible to vote on certification nominations.***

ASSOCIATE MEMBERSHIP OR MEMBERSHIP

# ELIGIBLE TO VOTE  ☐  ☐  ☐

YES

NO

NOT VOTING

CERTIFICATION

# ELIGIBLE TO VOTE  13

YES  11

NO

NOT VOTING  3

AUTHORIZING SIGNATURE:______________________________

☑ ONE PAGE VITA- also sent electronically to gradinfo@ksu.edu

A one-page vita must be submitted. For fields in which research is expected, please list articles in refereed publications. This vita should also describe the nominee's educational background and professional history including a list of selected creative activities, books or refereed research articles.

☑ LETTER OF NOMINATION

The department head must submit a letter that states the intended role of the nominee as a member of the graduate faculty (e.g., teaching graduate level courses, serving on supervisory committees of master's or doctoral students, directing master's or doctoral students). The letter should also describe the nominee's research or creative activities and additional qualifications to serve as a member of graduate faculty.

☑ COMPLETE VITA

Please attach a complete vita. Peer-reviewed publications should be clearly designated.

☑ PUBLISHER RE-PRINTS AS AVAILABLE
Aleksey Y. Sheshukov, Ph.D., Assistant Professor
Department of Biological & Agricultural Engineering, Kansas State University
048 Seaton Hall, Manhattan, KS 66506
(785) 532-5418 (tel), (785) 532-5825 (fax), ashesh@ksu.edu (email)

PROFESSIONAL PREPARATION:
Kazan State University, Russia Fluid Mechanics Ph.D. 1996
Kazan State University, Russia Theoretical Mechanics/Applied Math M.S. 1991

APPOINTMENTS:
Department of Biological & Agricultural Engineering, Kansas State University
Assistant Professor 2012-Present
Research Assistant Professor (2011-2012), Research Associate (2008-2010) 2008-2011

Department of Bioproducts & Biosystems Engineering, University of Minnesota

Department of Heat Power Engineering, Kazan State Power Engineering Univ., Russia
Assistant Professor and Assistant Dean 1996-1998

Institute of Mathematics and Mechanics, Kazan State University, Russia

TEACHING EXPERIENCE:
BAE 669 – Watershed Modeling (KSU); BAE 869 – Advanced Watershed Modeling (KSU); BAE 4013 – Transport Processes in Biological Systems (U Minn); Fluid Mechanics (Kazan U); Heat and Mass Transport – (Kazan U); Thermodynamics (Kazan U)

AWARDS:
• 2012 ASABE Superior Paper Award (Lead author)
• 2009 Above and Beyond Award, College of Engineering, Kansas State University
• 2009 USDA Cooperative State Research, Education, and Extension Service (CSREES) Partnership Award for Mission Integration (Team award)
• 2002 2nd Most downloaded research paper (Lead author) in Advances in Water Resources, Elsevier
• 1994 Leonard Euler Stipendium, German Mathematical Society, Germany

SELECTED PUBLICATIONS (20 total):

CURRENT ADVISING AND MENTORING (7 Total):
1 Postdoctoral Research Associate (2014-...), 1 Ph.D. Student (2013-...), 1 MS Students (2014-...)

FUNDING SUPPORT:
6 funded projects, total $2.3 million, including grants from NSF and USDA.
**Expedited Course Changes**

**FROM:**

AT 545: **Global Apparel and Textile Production and Distribution**  
Short Title: Global Prod/Distribn  
Credits: (3)

Analysis of global fiber, textile, and apparel production and distribution, structure of industry and distribution channels; impact of culture, economics, and government regulations on production and distribution.

When Offered: Spring  
UGE: None  
K-State 8: Global Issues and Perspectives  
Pre-Requisites: AT 245 and ECON 110

**TO:**

AT 600: **Global Apparel and Textile Supply Chain Management**  
Short Title: Global AT Supply Chain Mgmt  
Credits: (3)

Analysis of global fiber, textile, and apparel production and distribution, structure of industry and distribution channels; impact of culture, economics, and government regulations on production and distribution.

When Offered: Spring  
UGE: None  
K-State 8: Global Issues and Perspectives  
Pre-Requisites: AT 245 and ECON 110

**RATIONALE:** Recent revisions to the AT graduate curriculum have been made to reflect the program emphasis areas of globalization and sustainability. As part of these modifications, this course has been added to the program requirements for the Apparel and Textiles (M.S.) and Apparel and Textiles (Ph.D.) degrees. This course, formally AT 545, needs to be renumbered to a 600-level course to reflect the decision that all graduate students in the AT resident graduate programs are now required to complete this course. This course is also required for all Senior-level undergraduate students in the Apparel and Textiles program.

**IMPACT:** None

**EFFECTIVE DATE:** Fall 2015

**FROM:**

AT 830: **Fashion Theory**  
Credits: (3)

Examination of historical, sociological, psychological, marketing, and economic concepts, theories, and research that contributes to current understanding of the fashion process in the apparel and textile field.

When Offered: Fall, even years.  
UGE: None  
K-State 8: None  
Component/Default Size: LEC/20  
Pre-Requisites:

**TO:**

AT 830: **Fashion Behavior & Sustainability**  
Credits: (3)

Evaluation of historical, sociological, psychological, economic, and theoretical underpinnings of fashion process, and examination of approaches fostering greater sustainable apparel consumption.

When Offered: Fall, even years.  
UGE: None  
K-State 8: None  
Component/Default Size: SEM/15  
Pre-Requisites:
RATIONALE: To reflect recent revisions in course offerings in the AT graduate curriculum and program emphasis areas of globalization and sustainability.

IMPACT: None

EFFECTIVE DATE: Fall 2015

FROM:

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>AT 880</td>
<td>Physical Analysis of Textiles</td>
<td>(3)</td>
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<tr>
<td>Short Title</td>
<td>Physical Analysis of Textiles</td>
<td></td>
</tr>
<tr>
<td>Theory, principles, and procedures in evaluating the physical properties of textile fibers, yarns, fabrics, and products for apparel, interior furnishings, and industrial uses.</td>
<td></td>
<td></td>
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Two hours lecture and three hours lab a week.

When Offered: Spring, even years

UGE: None

K-State 8: None

Pre-Requisites: AT 265

TO:

<table>
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<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>AT 880</td>
<td>Textile Sustainability</td>
<td>(3)</td>
</tr>
<tr>
<td>Short Title</td>
<td>Textile Sustainability</td>
<td></td>
</tr>
<tr>
<td>Principles and procedures in assessing textile sustainability across the lifecycle from fibers, yarns, fabrics, and textile products. Survey of sustainability indices, eco labels, and sustainable practices in the textile industry. Exploration of test methods and analytical discussions to evaluate the sustainability of textile products.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Two hours lecture and three hours lab a week.

When Offered: Fall

UGE: None

K-State 8: None

Pre-Requisites: AT 265, AT 700

RATIONALE: To tailor in the subject of textile sustainability to be consistent with the departmental educational initiative of sustainability.

IMPACT: None

EFFECTIVE DATE: Fall 2015

FROM:

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
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<td>AT 990</td>
<td>Dissertation Proposal Seminar</td>
<td>(1)</td>
</tr>
<tr>
<td>Short Title</td>
<td>Sem/Disserttn Prop</td>
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<tr>
<td>Presentation and discussion of proposals for dissertation research.</td>
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TO:

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<tr>
<th>Course Code</th>
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<td>Dissertation Proposal Seminar</td>
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<tr>
<td>Short Title</td>
<td>Dissertation Proposal Seminar</td>
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<tr>
<td>Presentation and discussion of proposals for dissertation research.</td>
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<td>Grading Basis:</td>
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<tr>
<td>When Offered:</td>
<td>Fall, Spring</td>
<td>When Offered:</td>
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<tr>
<td>UGE:</td>
<td>None</td>
<td>UGE:</td>
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<tr>
<td>K-State 8:</td>
<td>None</td>
<td>K-State 8:</td>
</tr>
<tr>
<td>Pre-Requisites:</td>
<td>Six hours of statistics, three hours of research design or methods, and consent of major professor.</td>
<td>Pre-Requisites:</td>
</tr>
<tr>
<td>Component/Default Size:</td>
<td>REC/5</td>
<td>Component/Default Size:</td>
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**RATIONALE:** AT 990 is a one-credit hour seminar course that students take in the semester they intend to present their dissertation proposal. Currently, it is a letter graded course and is inconsistent with the grading scale used for AT 999 Dissertation Research. The ATID graduate faculty have decided to modify AT 990 to a credit/no-credit grading scale.

**IMPACT:** None

**EFFECTIVE DATE:** Fall 2015

---

**FROM:**

<table>
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<tr>
<th>HN 631: Clinical Nutrition 1</th>
<th>HN 631: Clinical Nutrition 1</th>
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</thead>
<tbody>
<tr>
<td>Credits: (2)</td>
<td>Credits: (3)</td>
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<tr>
<td>First course of a two semester study of the application of nutrition principles in disease; includes physiological basis of nutritional care, effects of disease on nutrient metabolism, medical nutrition therapy, in-class team diagnoses presentations, and nutrition counseling.</td>
<td>First course of a two semester study of the application of nutrition principles in disease; includes physiological basis of nutritional care, effects of disease on nutrient metabolism, medical nutrition therapy, in-class team diagnoses presentations, and nutrition counseling.</td>
</tr>
<tr>
<td>When Offered:</td>
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<tr>
<td>UGE:</td>
<td>None</td>
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<tr>
<td>K-State 8:</td>
<td>Ethical Reasoning and Responsibility</td>
</tr>
<tr>
<td>Pre-Requisites:</td>
<td>HN 450</td>
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**TO:**

<table>
<thead>
<tr>
<th>HN 631: Clinical Nutrition 1</th>
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<tbody>
<tr>
<td>Credits: (3)</td>
</tr>
<tr>
<td>First course of a two semester study of the application of nutrition principles in disease; includes physiological basis of nutritional care, effects of disease on nutrient metabolism, medical nutrition therapy, in-class team diagnoses presentations, and nutrition counseling.</td>
</tr>
<tr>
<td>When Offered:</td>
</tr>
<tr>
<td>UGE:</td>
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<tr>
<td>K-State 8:</td>
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<tr>
<td>Pre-Requisites:</td>
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</table>

**RATIONALE:** The course content requirements are very difficult to meet in a 2 credit course. A 3 credit course will allow time to cover all content in sufficient detail.

**IMPACT:** Hospitality Management & Dietetics (HMD). The Dietetics Program Advisory Committee agreed last spring 2014 that this was a necessary change.

**EFFECTIVE DATE:** Fall 2015
### FROM:

**FSHS 756: FINANCIAL COUNSELING**  
**Credits:** (3)

Theory and research regarding the interactive process between the client and the practitioner, including communication techniques, motivation and esteem building, the counseling environment, ethics, and methods of data intake, verification, and analysis. Other topics include legal issues, compensation, uses of technology to identify resources, information management, and current or emerging issues.

- **When Offered:** Fall  
- **UGE:** None  
- **K-State 8:**  
- **Pre-Requisites:**

**RATIONALITY:** Students must demonstrate a basic understanding helping skills and general analytic skills to be successful in this advanced course.

**IMPACT:** None. FSHS 301 is already required as part of the curriculum.

**EFFECTIVE DATE:** Summer 2015

### TO:

**FSHS 756: FINANCIAL COUNSELING**  
**Credits:** (3)

Theory and research regarding the interactive process between the client and the practitioner, including communication techniques, motivation and esteem building, the counseling environment, ethics, and methods of data intake, verification, and analysis. Other topics include legal issues, compensation, uses of technology to identify resources, information management, and current or emerging issues.

- **When Offered:** Fall  
- **UGE:** None  
- **K-State 8:**  
- **Pre-Requisites:** FSHS 301 and KSU cumulative GPA of 2.5 or higher

### FROM:

**FSHS 757: FINANCIAL BEHAVIOR ASSESSMENT CONSULTING**  
**Credits:** (3)

Students will learn characteristics, cultural factors, support issues, confidentiality and facilitation of discussions concerning the personal involvement, the family involvement, and the financial professional involvement in financial planning and counseling. The intent is to provide financial planners and counselors a framework for guiding individuals and families in restructuring dysfunctional developmental financial behavior.

- **When Offered:** Spring  
- **K-State 8:** Empirical and Quantitative

### TO:

**FSHS 757: FINANCIAL BEHAVIOR ASSESSMENT CONSULTING**  
**Credits:** (3)

Students will learn characteristics, cultural factors, support issues, confidentiality and facilitation of discussions concerning the personal involvement, the family involvement, and the financial professional involvement in financial planning and counseling. The intent is to provide financial planners and counselors a framework for guiding individuals and families in restructuring dysfunctional developmental financial behavior.

- **When Offered:** On Demand  
- **K-State 8:** Empirical and Quantitative
RATIONALE: This is an elective course and no longer being offered regularly due to current resources. Completion of FSHS 756 is not required for successful completion of FSHS 757. Removal of the prerequisite will facilitate enrollment when FSHS 757 is offered intermittently.

IMPACT: None.

EFFECTIVE DATE: Summer 2015
### KIN 792: Health-Fitness Instructor Internship

**Credits:** (6 to 8)

Supervised field experience in settings such as Hospital Wellness Centers, YMCA, YWCA, municipal recreation agency, or industrial fitness agency.

**Note:** May be completed with half-time assignment for 12-16 weeks or full-time assignment for 6-8 weeks.

**When Offered:** Fall, Spring, Summer  
**UGE:** None  
**K-State 8:** None  
**Pre-Requisites:** KIN 335/336, KIN 520, 625, 655, and consent of instructor

**RATIONALE:** Change pre-requisites to represent necessary requirements for course. Change credit hours for course to allow more students internship experience.

**IMPACT:** None.

**EFFECTIVE DATE:** Fall 2015

### WOEM: 620 (4) Human-Wildlife Conflicts

This course explores the theory and practice of assessing and controlling damage done by wild and feral vertebrate animals, especially mammals and birds. Content covers the philosophical, biological, and practical basis for conducting vertebrate pest control. It includes basic information on use of traps, toxicants, repellents, exclusion and other wildlife control methods. Emphasis is on protecting agricultural crops and livestock, forest resources, and property.

**RATIONALE:** The change in prefixes from RRES to WOEM reflects the simplification and consolidation of curricular components, and should aid with course selection amid the dozens of RRES one-credit-hour distance courses residing under our department.

**IMPACT:** None.  
**EFFECTIVE DATE:** Spring 2015
<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
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</thead>
</table>
| CNS 655 - Current Trends in Construction Credits: (2)  
Broad overview of relevant topics in the construction industry in the areas of project management, field supervision, estimating, contracting, and various other special topics, taught by industry professionals who specialize in their area of expertise.  
**Requisites**  
Prerequisite: CNS 641, 642, and 645.  
Prerequisite or concurrent enrollment: CNS 650.  
**When Offered:** Fall, Spring  | CNS 655 - Current Trends in Construction Credits: (2)  
Broad overview of relevant topics in the construction industry in the areas of project management, field supervision, estimating, contracting, and various other special topics, taught by industry professionals who specialize in their area of expertise.  
**Requisites**  
Prerequisite: CNS 641, 642, and 645.  
Prerequisite or concurrent enrollment: CNS 650 and 660.  
**When Offered:** Fall, Spring  |

**RATIONALE:** A correction of the intended co-requisite for the course.

**IMPACT:** None.

**EFFECTIVE DATE:** Spring 2015

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<tr>
<th>FROM:</th>
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</table>
| FSHS 603: COPING WITH LIFE CRISSES Credits: (3)  
The purpose of this course is to provide students with resources related to managing stress and coping with crises across the lifespan that can be utilized in both their own lives and in the lives of those families they serve. Students will be introduced to the biopsychosocial nature of stress; methods of coping with stress, anxiety, and conflict; models of effective family functioning in the presence of stress and crises and the current literature on how families cope with a variety of life transitions and crises.  
**When Offered:** Summer  
UGE: None  
K-State 8: Social Sciences  
**Component:** REC  | FSHS 530: COPING WITH LIFE CRISSES Credits: (3)  
The purpose of this course is to provide students with resources related to managing stress and coping with crises across the lifespan that can be utilized in both their own lives and in the lives of those families they serve. Students will be introduced to the biopsychosocial nature of stress; methods of coping with stress, anxiety, and conflict; models of effective family functioning in the presence of stress and crises and the current literature on how families cope with a variety of life transitions and crises.  
**When Offered:** Summer  
UGE: None  
K-State 8: Social Sciences  
**Component:** LEC (to correct ISIS) |
RATIONALE: This course is offered at both a graduate level (FSHS 763) and undergraduate level; however, the current course # (FSHS 603) is confusing for students since 600 level courses also count as grad-level. Changing the course # to FSHS 530 will reduce the confusion and also bring it together with the other courses in the Conflict Analysis and Trauma Studies Minor and Conflict Resolution undergraduate Certificate courses.

IMPACT: None.

EFFECTIVE DATE: Summer 2015

FROM:

CS 610. Feedlot Health Systems. (2) I.
Health of cattle in a commercial feedyard. Includes health risk assessment, cattle handling, processing, vaccination protocols, identification/treatment of sick cattle, necropsy techniques, using computer data to make management decisions for feeder cattle, other management issues. Discussion of disease syndromes and foreign diseases.

TO:

DMP 610. Feedlot Health Systems. (2) I.
Health of cattle in a commercial feedyard. Includes health risk assessment, cattle handling, processing, vaccination protocols, identification/treatment of sick cattle, necropsy techniques, using computer data to make management decisions for feeder cattle, other management issues. Discussion of disease syndromes and foreign diseases.

RATIONALE: Dr. Thomson is a CVM faculty member who researches and teaches feedlot production medicine. He has worked directly or indirectly with feeder cattle for over twenty years. Dr. Thomson was recently transferred from the Department of Clinical Sciences (C/S) into the Department of Diagnostic Medicine Pathobiology (DMP) to focus more on research and would like to take his course with him.

IMPACT: It was brought to our attention by proposing CS 610 change to DMP 610, there is another CS course in the series. Both CS 610 Feedlot Health Systems and CS 611 Cow Calf Health Systems are very popular courses to the students in Animal Science and Industry. At a later date in the near future, we will propose changing CS 611 to DMP 611, to help avoid confusion and we will communicate with students outside the College of Veterinary Medicine who wish to enroll in both courses.

EFFECTIVE DATE: Fall 2015

FROM:

DMP 810. Cancer Pathogenesis. (2) I. This lecture will meet once a week for 2 hours per period. The first hour of each meeting will consist of brief student presentations of research papers illustrating key concepts presented in the previous lecture. The second hour of each meeting will consist of a lecture on the indicated topic.

TO:

DMP 810. Cancer Pathogenesis. (2) I (even years). This lecture will meet once a week for 2 hours per period. The first hour of each meeting will consist of brief student presentations of research papers illustrating key concepts presented in the previous lecture. The second hour of each meeting will consist of a lecture on the indicated topic.
RATIONALE: The enrollment of previous years has been 5 students per class; thus, I would like to change the term offered from annual Fall semester to every other year (even years) of the Fall semester.

IMPACT: None.

EFFECTIVE DATE: Fall 2016

FROM:

<table>
<thead>
<tr>
<th>ARCH 705 – Project Programming</th>
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</thead>
<tbody>
<tr>
<td>The development of program for ARCH 707, Architectural Design VIII under direction of a faculty member.</td>
</tr>
<tr>
<td>Credits: (2)</td>
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<tr>
<td>Pre-Requisite: ARCH 606, or ARCH 505/506, ARCH 650, and approval of the faculty committee.</td>
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</table>

TO:

<table>
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<th>ARCH 705 – Project Programming</th>
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</tr>
</tbody>
</table>

RATIONALE: It will allow the course to cover necessary background material formerly covered in ARCH 650. This course is offered in a small seminar format and will be better able to satisfy the requirements of the new accreditation standards.

IMPACT: None.

EFFECTIVE DATE: Fall 2016

FROM:

<table>
<thead>
<tr>
<th>ARCH 805 – Project Programming</th>
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</thead>
<tbody>
<tr>
<td>Development of an architectural program for ARCH 807. Identify evaluation criteria and prepare statement of objectives; perform appropriate research and analysis; and create programming document.</td>
</tr>
<tr>
<td>Credits: (2)</td>
</tr>
<tr>
<td>Prerequisite: ARCH 650; either ARCH 606 or ARCH 507</td>
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</table>

TO:

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<td>Credits: (3)</td>
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<td>Prerequisite: either ARCH 606 or ARCH 507</td>
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</table>

RATIONALE: It will allow the course to cover necessary background material formerly covered in ARCH 650. This course is offered in a small seminar format and will be better able to satisfy the requirements of the new accreditation standards.

IMPACT: None.

EFFECTIVE DATE: Fall 2016

TO: BIOL 622 – Cellular and Developmental Biology of the Nervous System. (3) I. Introduction to the evolution, development, and functional organization of nervous systems in vertebrates and some invertebrates. Pr.: Two courses in biology.

RATIONALE: The previous instructor of this class has retired. The new instructor plans to teach the course. The minor change in course description is requested to better describe the content of the course. A change in the semester that it is offered is requested to align it with the teaching schedule of the new instructor.

IMPACT: None.

EFFECTIVE DATE: Fall 2015

FROM: GEOL 832 – Seismic Data Processing. (3) S. Principles of seismic data analysis and the application of industrial software package(s) to convert data from seismic arrays into a form useful for geophysical interpretation. Pr.: GEOL 743; GEOL 745.

TO: GEOL 741 – Seismic Data Processing. (3) I. Principles of 3D seismic data processing techniques and the application of industrial software package(s) to process raw field seismic reflection data to render it in a form suitable for the seismic interpretation stage. This form of seismic data is used in subsurface reservoir characterization. Pr.: GEOL 640.

RATIONALE: The change requested is needed to better reflect syllabus changes as well as respond to departmental curriculum changes in response to recommendations by an external curriculum review committee.

IMPACT: None.

EFFECTIVE DATE: Fall 2015

FROM: GEOL 834 – Seismic Data Interpretation. (3) S. Principles of seismic data interpretation and the application of industrial software package(s) to convert processed data into 3D and 4D (time lapse) visualizations of subsurface geological features. Pr.: GEOL 743.

TO: GEOL 742 – Seismic Data Interpretation. (3) II. Fundamental interpretation of 3D seismic reflection data as applied to hydrocarbon exploration and development problems. Students will conduct a project interpreting surface 3D seismic reflection data using industrial software package(s) for subsurface reservoir characterization. Pr.: GEOL 640.
**RATIONALE:** The changes requested is needed to better reflect syllabus changes as well as respond to departmental curriculum changes in response to recommendations by an external curriculum review committee.

**IMPACT:** None.

**EFFECTIVE DATE:** Fall 2015

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<th>FROM:</th>
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<tbody>
<tr>
<td><strong>MC 640 – Advertising Campaigns.</strong> (3) I, II. The managerial development and execution of consumer, industrial, and institutional advertising campaigns. Pr.: MC 396, MC 446, and MC 456 with grades of C or better.</td>
<td><strong>MC 640 – Advertising Campaigns.</strong> (3) I, II. The managerial development and execution of consumer, industrial, and institutional advertising campaigns. Pr.: MC 396, MC 446, and MC 456 or MC 480 with grades of C or better.</td>
</tr>
</tbody>
</table>

**RATIONALE:** There is a mistake in the catalog, which specifies the prerequisites for MC 640 Advertising Campaigns, but does not list one pre-req, MC 480 Advertising and Public Relations Design and Production, with its current course number. (MC 480 is a class that was created by consolidating two courses: MC 456 and MC 480, which was an action two years ago, but we failed to update the catalog listing with the new MC 480 as a prerequisite for MC 640.) We will continue to list MC 456 for the benefit of students from that era when it was a required advertising class and might still have that number n their transcript.

**IMPACT:** None.

**EFFECTIVE DATE:** Fall 2015

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<th>FROM:</th>
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<tbody>
<tr>
<td><strong>PSYCH 802 – Quantitative Methods in Psychology.</strong> (3) I. Examination of the nature of statistical inference in psychological research: hypothesis testing and statistical estimation, including a survey of nonparametric methods; consideration of correlational techniques useful with different kinds of psychological data. Pr.: STAT 325 or equivalent.</td>
<td><strong>PSYCH 802 – Psychological Research Design and Analysis I.</strong> (3) I. Introduction to techniques of research planning and design, including critical evaluation of psychological research practices and selected research studies. Pr.: STAT 325 or equivalent.</td>
</tr>
</tbody>
</table>

**RATIONALE:** The graduate psychology methods sequence (Psych 802/805) is being revised to reflect advances in the field.

**IMPACT:** FSHS. I received the following from Dr. Durband, Director of FSHS, on January 12, 2015: “After checking with the unit leaders of the graduate programs in the school, it is now clear that your changes would not impact our students.”

**EFFECTIVE DATE:** Fall 2015
FROM:

PSYCH 805 – Experimental Design in Psychology. (3) II. Introduction to techniques of research planning and experimental design, including critical evaluation of selected experiments. Pr.: PSYCH 802.

PSYCH 805 – Psychological Research Design and Analysis II. (3) II. Extensive coverage of repeated measures designs, advanced experimental design, and the treatment of common psychological measures. Pr.: PSYCH 802 with a grade of B or better.

RATIONALE: The graduate psychology methods sequence (Psych 802/805) is being revised to reflect advances in the field. Given the strongly sequential nature of the revised courses, we have judged that a B in the prerequisite, PSYCH 802, is now a necessity for continuing to PSYCH 805.

IMPACT: FSHS. I received the following from Dr. Durband, Director of FSHS, on January 12, 2015: “After checking with the unit leaders of the graduate programs in the school, it is now clear that your changes would not impact our students.”

EFFECTIVE DATE: Fall 2015

FROM:

CS 832. Communications with the Agricultural Worker. (2) II. An elective course focused on improving communications between veterinarians and animal caretakers in production agriculture and equine industries. The course will use face to face discussions and online seminars in KSOL to teach communications skills with a focus on common terminology and vocabulary necessary for effective communication. Audio-visual teaching utilizing immersion philosophy is utilized to provide the material course work. Pr: 2nd or 3rd year standing in the College of Veterinary Medicine or enrolled as a graduate student.

CS 832. Communications with the Agricultural Worker. (2) I, II. An elective course focused on improving communications between veterinarians and animal caretakers in production agriculture and equine industries. The course will use face to face discussions and online seminars in KSOL to teach communications skills with a focus on common terminology and vocabulary necessary for effective communication. Audio-visual teaching utilizing immersion philosophy is utilized to provide the material course work. Pr: 2nd or 3rd year standing in the College of Veterinary Medicine or enrolled as a graduate student.

RATIONALE: This course will now be offered in both the spring and fall semesters.

IMPACT: None.

EFFECTIVE DATE: Fall 2015
CS 881. Veterinary Ophthalmic Surgery Techniques. (3) II. Lectures will cover ophthalmic instruments and proper surgical techniques for commonly performed ophthalmic surgeries. Cadavers will be available to practice adnexal and corneal ophthalmic surgeries. Pr.: Ophthalmology or surgery resident at Kansas State University Veterinary Medical Teaching Hospital.

RATIONALE: This course will only be offered to Ophthalmology residents.

IMPACT: None.

EFFECTIVE DATE: Spring 2016
Expedited Course Drops

URDU 799. Problems in Modern Languages.
RATIONALE: Course is no longer being offered.
IMPACT: None.
EFFECTIVE DATE: Spring 2015

KIN 604. Exercise and Mental Health. Credits: (3). Study of research and theory related to mental health consequences of physical activity. Topics will include the role of exercise in developing self-esteem and body image as well as the use of exercise as a therapy for emotional and behavioral disorders.
RATIONALE: Course no longer taught in Kinesiology program.
IMPACT: None.
EFFECTIVE DATE: Fall 2015

KIN 608. Body Image, Eating Disorders & Obesity. Credits: (3). Study of research and theory related to mental health consequences of physical activity. Topics will include the role of exercise in developing self-esteem and body image as well as the use of exercise as a therapy for emotional and behavioral disorders.
RATIONALE: Course no longer taught in Kinesiology program.
IMPACT: None.
EFFECTIVE DATE: Fall 2015

KIN 703. Minority Groups in Sport. Credits: (3). The contributions by, problems of, and discrimination against minority groups in sports.
RATIONALE: Course no longer taught in Kinesiology program.
IMPACT: None.
EFFECTIVE DATE: Fall 2015
Expedited Curriculum Changes

Architectural Engineering Program
Construction Science and Management Program

ACADEMIC STANDARDS
After admission to the Professional Program, students will be subject to the following academic standards that are more stringent than those for the University.

1. **Academic Grade Policy**
   A letter grade of ‘C’ or better is required for all pre-requisites prior to taking subsequent professional program courses.

2. **Warning of Unsatisfactory Progress**
   Regardless of the overall g.p.a., a student with any “D” or “F” grade in any term or who has a term g.p.a. below 2.3 will receive a “Warning of Unsatisfactory Progress.” This warning will be removed if the student earns “C’s” or better in at least 12 credit hours of core courses with no “D’s” or “F’s” during the next semester in residence.
   
   A student whose cumulative resident g.p.a. drops below 2.3 will receive a “Warning of Unsatisfactory Progress.” This warning will be removed if the student raises his or her cumulative resident g.p.a. to 2.3 or above during the following semester.

3. **Professional Program Probation for Unsatisfactory Progress**
   Regardless of the overall g.p.a., a student who has received a “Warning of Unsatisfactory Progress” will be placed on “Professional Program Probation for Unsatisfactory Progress” if he or she receives a “D” or “F” or earns below a 2.3 semester g.p.a. for any subsequent term, including any summer session.

   A student whose cumulative resident g.p.a. has dropped below 2.3 and has received a “Warning of Unsatisfactory Progress” will also be placed on “Professional Program Probation for Unsatisfactory Progress” if he or she does not raise his or her cumulative resident g.p.a. to 2.3 or above during the “Warning of Unsatisfactory Progress” semester. A student placed on Professional Program Probation may not automatically enroll in any Department of Architectural Engineering and Construction Science courses.

   The student may remain in the Professional Program after the probationary semester provided that the student has demonstrated the ability and desire to meet the criteria as set forth in the above paragraphs. The student placed on probation must take the schedule of courses assigned by the Academic Affairs Committee of the department and achieve a minimum g.p.a. of 2.3 or greater, OR a minimum GPA as established by the Academic Affairs Committee, with no “D” or “F” grades during the “probationary semester” to be eligible to remain in the Professional Program and to take Professional Program courses.

   Any appeal for removal of this probation may be made by filing an appeal form with the Department Head of Architectural Engineering and Construction Science at least ten calendar
days prior to the first day of the semester. The Department Head may reject any application or may submit it to the Academic Affairs Committee for consideration. Any and all actions on applications submitted by the Department Head will be made by the Academic Affairs Committee of the Department in a hearing in which the student will be interviewed.

4. **Dismissal from the Program**
   If a probationary student meets the requirements to remain in the Professional Program, any subsequent grade of “D” or “F” or a term GPA below a 2.3 during any subsequent term will result in dismissal from the Professional Program for a period of one semester year. During this period, the student cannot enroll in any courses offered by the department. After the one-semester year dismissal, the student may be readmitted to the program with their course schedule and grade point to be earned to be established by the Academic Affairs/Professional Program Committee of the department. Failure to meet the academic standards outlined above in any ensuing term or failure to comply with the academic committee’s direction will result in permanent dismissal from the programs of the department.

**The warning, probation, and dismissal actions referenced above are departmental actions that are separate and distinct from Academic Warning and Academic Dismissal as defined by the University General Catalog. Grades earned during an intersession will not be considered by the Department in the determination of unsatisfactory academic progress by the department.**

**EFFECTIVE DATE:** Spring 2015
# Master of Architecture Program: Non-Baccalaureate Track

Courses in **Bold** are Graduate Level

<table>
<thead>
<tr>
<th>FROM:</th>
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<tbody>
<tr>
<td><strong>FIRST Semester</strong></td>
<td><strong>FIRST Semester</strong></td>
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<tr>
<td><strong>Environmental Design Studies Program</strong></td>
<td><strong>Environmental Design Studies Program</strong></td>
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<tr>
<td>ENVD 201</td>
<td>Environmental Design Studio I</td>
</tr>
<tr>
<td>ENVD 203</td>
<td>Survey of Design Professions</td>
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<tr>
<td>ENVD 250</td>
<td>History of the Designed Environment I</td>
</tr>
<tr>
<td>MATH 100</td>
<td>College Algebra</td>
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<td>100</td>
<td>COMM 105</td>
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<td>105</td>
<td>*General Elective</td>
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<td><strong>16</strong></td>
<td><strong>16</strong></td>
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<tr>
<td><strong>SECOND Semester</strong></td>
<td><strong>SECOND Semester</strong></td>
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<tr>
<td>ENGL 100</td>
<td>Expository Writing I</td>
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<tr>
<td>ENVD 202</td>
<td>Environmental Design Studio II</td>
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<tr>
<td>ENVD 251</td>
<td>History of Designed Environment II</td>
</tr>
<tr>
<td>PHYS 115</td>
<td>Descriptive Physics</td>
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<tr>
<td><strong>15</strong></td>
<td><strong>15</strong></td>
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<tr>
<td><strong>THIRD Semester</strong></td>
<td><strong>THIRD Semester</strong></td>
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<tr>
<td><strong>Architecture Program</strong></td>
<td><strong>Architecture Program</strong></td>
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<tr>
<td>ARCH 302</td>
<td>Architectural Design Studio I</td>
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<tr>
<td>ARCH 248</td>
<td>Fundamentals of Arch. Technology</td>
</tr>
<tr>
<td>ARCH 350</td>
<td>History of Designed Environment III</td>
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<tr>
<td>ENGL 200</td>
<td>Expository Writing II</td>
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<tr>
<td><strong>17</strong></td>
<td><strong>17</strong></td>
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<tr>
<td><strong>FOURTH Semester</strong></td>
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<tr>
<td>ARCH 304</td>
<td>Architectural Design Studio II</td>
</tr>
<tr>
<td>ARCH 325</td>
<td>Environmental Design and Society</td>
</tr>
<tr>
<td>ARCH 347</td>
<td>Structural Systems in Arch. I</td>
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<tr>
<td>ARCH 274</td>
<td>Digital Architecture I</td>
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<tr>
<td><strong>16</strong></td>
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<tr>
<td><strong>Supplemental Study</strong></td>
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<tr>
<td>*General Electives</td>
<td>2</td>
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<tr>
<td><strong>FIFTH Semester</strong></td>
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</tr>
<tr>
<td>ARCH 403</td>
<td>Architectural Design Studio III</td>
</tr>
<tr>
<td>ARCH 413</td>
<td>Environ. Systems in Arch. I</td>
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<td>ARCH 448</td>
<td>Structural Systems in Arch. II</td>
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<tr>
<td>ARCH 373</td>
<td>Digital Architecture II</td>
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<tr>
<td><strong>17</strong></td>
<td><strong>17</strong></td>
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<tr>
<td><strong>SIXTH Semester</strong></td>
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<tr>
<td>ARCH 404</td>
<td>Architectural Design Studio IV</td>
</tr>
<tr>
<td>ARCH 514</td>
<td>Environ. Systems in Arch. II</td>
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<tr>
<td>LAR 500</td>
<td>Site Planning and Design</td>
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<tr>
<td>ARCH 374</td>
<td>Digital Architecture III</td>
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<tr>
<td>ARCH 434</td>
<td>Bldg. Const. Systems in Arch. II</td>
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<tr>
<td><strong>18</strong></td>
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*A minimum of twenty-eight (28) general elective credits must be taken outside of the College of Architecture, Planning and Design.

**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 4th 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 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 4th 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.

One of the undergraduate elective courses must fulfill the Human Diversity in the United States area of the K-State 8...
RATIONALITY: The changes proposed in this package were motivated by recent changes in the criteria used by the National Association of Architectural Accreditation Boards (NAAB) to evaluate and accredit architectural programs. With regard to architectural programming, the changes to the accreditation criteria de-emphasize some of the topics covered in our Architectural Programming course (ARCH 650) and place greater emphasis on other issues, notably the demonstration of a student’s ability to prepare a comprehensive architectural program. In response to the shifting criteria we are proposing to eliminate the Architectural Programming course, and shift those credit hours to two places where they can be better used to satisfy accreditation requirements. First, an additional hour is being added to our Project Programming course (ARCH 805) a, smaller seminar style experience where students are mentored in the preparation of architectural programs. Second, the remaining two hours are distributed differently in our Non-Baccalaureate and Post-Baccalaureate degree tracks. In the Non-Baccalaureate track we are adding these hours in to our “general elective” requirements. This will bring us into conformance with NAAB standards. In our Post-Baccalaureate track the hours are being added to our “professional support elective” requirements, to add depth and breadth to students’ professional studies.

IMPACT: None.

EFFECTIVE DATE: Fall 2015
### Master of Architecture Program-Post Baccalaureate Track

Courses in **Bold** are Graduate Level

**FROM:**

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**Undergraduate Hours:** 72  **Graduate Hours:** 31
**RATIONALITY:** The changes proposed in this package were motivated by recent changes in the criteria used by the National Association of Architectural Accreditation Boards (NAAB) to evaluate and accredit architectural programs. With regard to architectural programming, the changes to the accreditation criteria de-emphasize some of the topics covered in our Architectural Programming course (ARCH 650) and place greater emphasis on other issues, notably the demonstration of a student’s ability to prepare a comprehensive architectural program. In response to the shifting criteria we are proposing to eliminate the Architectural Programming course, and shift those credit hours to two places where they can be better used to satisfy accreditation requirements. First, an additional hour is being added to our Project Programming course (ARCH 805), a smaller seminar style experience where students are mentored in the preparation of architectural programs. Second, the remaining two hours are distributed differently in our Non-Baccalaureate and Post-Baccalaureate degree tracks. In the Non-Baccalaureate track we are adding these hours in to our “general elective” requirements. This will bring us into conformance with NAAB standards. In our Post-Baccalaureate track the hours are being added to our “professional support elective” requirements, to add depth and breadth to students’ professional studies.

**IMPACT:** None.

**EFFECTIVE DATE:** Fall 2015

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<td>Incoming students must meet the minimum requirements of the Graduate School – completion of their undergraduate degree and a 3.0 GPA over the last 60 hours of undergraduate study. International students must meet additional requirements of English proficiency, visa status, etc.</td>
<td>3</td>
<td>Incoming students must meet the minimum requirements of the Graduate School – completion of their undergraduate degree and a 3.0 GPA over the last 60 hours of undergraduate study. International students must meet additional requirements of English proficiency, visa status, etc.</td>
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<tr>
<td>The following courses (or their equivalents) must be completed prior to entry into the post-baccalaureate track: MATH 100, COMM 105, PHYS 113 or PHYS 115, ENGL 200, a studio-based art or design course, and a course in architecture or art history.</td>
<td></td>
<td>The following courses (or their equivalents) must be completed prior to entry into the post-baccalaureate track: MATH 100, COMM 105, PHYS 113 or PHYS 115, ENGL 200, a studio-based art or design course, and a course in architecture or art history.</td>
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<tr>
<td>*The Post-Baccalaureate degree requires 24 hours of professional support (PSE) electives, 9 for undergraduate credit and 12 for graduate credit. At least 6 hours of the 12 graduate level PSE must be architecture seminars. See the M.Arch Handbook for further details.</td>
<td></td>
<td>*The Post-Baccalaureate degree requires 23 hours of professional support (PSE) electives, 11 for undergraduate credit and 12 for graduate credit. At least 6 hours of the 12 graduate level PSE must be architecture seminars. See the M.Arch Handbook for further details.</td>
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### MS in Mechanical Engineering  
### MS in Nuclear Engineering

**FROM:**

Master's degree requirements  
The department offers three degree options at the master’s level:

**Thesis Option**  
The Program of Study should include a minimum of 30 credit hours, with the following additional requirements:

**Required Curriculum**

1. The candidate should earn credit for at least 6 credit hours of Master’s Thesis Research (ME 899 or NE 899) culminating in a successfully defended thesis.

2. At least 18 hours, of the required minimum of 30 hours, should be at the 700 level and above, including ME 800 Graduate Seminar/Research Paper, and the thesis/research and the report/problems hours required by the thesis and report options.

3. The MS candidate must satisfy the 75% attendance requirement (0 credit hour) in at least two semesters of ME 800 Graduate Seminar/Research Paper. (Refer to ME 800 course requirements)

4. Courses at the 600-level may be included in the Program of Study, but 500-level courses in the student’s major area are expected to have been completed as undergraduate prerequisites to graduate study or as undergraduate deficiency courses assigned upon admission. The use of 500-level supporting courses in master’s programs is therefore restricted as follows:

   (a) No course in the student’s major area may be at the 500 level
   
   (b) normally no more than 6 credit hours

**TO:**

Master's degree requirements  
The department offers three degree options at the master’s level:

**Thesis Option**  
The Program of Study should include a minimum of 30 credit hours, with the following additional requirements:

**Required Curriculum**

1. The candidate should earn credit for at least 6 credit hours of Master’s Thesis Research (ME 899 or NE 899) culminating in a successfully defended thesis.

2. At least 18 hours, of the required minimum of 30 hours, should be at the 700 level and above, including ME 800 Graduate Seminar/Research Paper, and the thesis/research and the report/problems hours required by the thesis and report options.

3. The MS candidate must satisfy the 75% attendance requirement for on-campus students in at least two semesters of ME 800 (0 credit hours). Graduate Seminar/Research Paper. Refer to ME 800 course requirements.

4. Courses at the 600-level may be included in the Program of Study, but 500-level courses in the student’s major area are expected to have been completed as undergraduate prerequisites to graduate study or as undergraduate deficiency courses assigned upon admission. The use of 500-level supporting courses in master’s programs is therefore restricted as follows:

   (a) No course in the student’s major area may be at the 500 level
   
   (b) normally no more than 6 credit hours
5. A minimum of 18 credit hours of graded coursework (i.e., courses in which a letter grade is assigned)

6. The graded coursework should include at least one 3 credit hour course in engineering mathematics or applied mathematical analysis. Courses that may be used to meet this requirement are:
   - Math 616
   - MATH 632 - Elementary Partial Differential Equations Credits: (3)
   - MATH 713 - Advanced Applied Matrix Theory Credits: (3)
   - MATH 740 - Calculus of Variation Credits: (3)
   - MATH 745 - Ordinary Differential Equations Credits: (3)
   - MATH 855 - Methods of Applied Mathematics I Credits: (3)
   - MATH 856 - Methods of Applied Mathematics II Credits: (3)
   - MATH 864 - Theory of Ordinary Differential Equations I Credits: (3)
   - Math 865
   - Math 866
   - Math 867
   - ME 760 - Engineering Analysis I Credits: (3)
   - ME 860 - Engineering Analysis II Credits: (3)
   - PHYS 801 - Mathematical Methods of Physics Credits: (3)
   - PHYS 802 - Computational Methods in Physics Credits: (4)

7. A student obtaining Nuclear Master Degree must take the following core courses.
   - NE 620 Introduction to Nuclear Engineering Fall/Spring
   - NE 612 Principles of Radiation Detection Fall
   - NE 630 Nuclear Reactor Theory Fall
   - NE 690 Radiation Protection and
Options for Completing 30 Credit Hour Requirement
In addition to the minimum graded coursework requirement (18 credit hours) and the minimum Master’s Thesis Research requirement (6 credit hours), the candidate must complete 6 more credit hours to meet the minimum credit requirement of 30 credit hours. This can be done through any combination of the following:

• Up to 2 additional credit hours of Master’s Thesis Research (ME899 or NE899)
• Up to 3 credit hours of ME 800 Seminar/Research Paper (refer to ME800 course requirements)
• Up to 3 credit hours of independent study
• Up to 6 credit hours of additional coursework

Report Option
• The Program of Study should include a minimum of 30 credit hours, including 28 credit hours of graded coursework and 2 credit hours of Master’s Report. One credit hour of ME800 Seminar/Research Paper (earned by giving a successful seminar presentation) may be included in the 28 credit hours of required coursework.
• In addition, items (2), (3), (4), and (6) from the MS Thesis requirements above

Shielding Fall
• NE 830* Nuclear Reactor Engineering Spring (course number change pending from NE 699).

Options for Completing 30 Credit Hour Requirement
In addition to the minimum graded coursework requirement (18 credit hours) and the minimum Master’s Thesis Research requirement (6 credit hours), the candidate must complete 6 more credit hours to meet the minimum credit requirement of 30 credit hours. This can be done through any combination of the following:

• Up to 2 additional credit hours of Master’s Thesis Research (ME899 or NE899)
• Up to 3 credit hours of ME 800 Seminar/Research Paper (refer to ME800 course requirements)
• Up to 3 credit hours of independent study
• Up to 6 credit hours of additional coursework

Bettis Reactor Engineer School (BRES) graduates who enter the Nuclear Master program may transfer up to 4 courses (12 credits) toward fulfillment of degree requirements. The department maintains a list of course equivalencies. Naval Nuclear Power School graduates may be awarded transfer credits for Introduction to Nuclear Engineering (NE 620). Applicants with an undergraduate degree in NE may have this requirement waived.

Report Option
• The Program of Study should include a minimum of 30 credit hours, including 28 credit hours of graded coursework and 2 credit hours of Master’s Report. One credit hour of ME800 Seminar/Research Paper (earned by giving a successful seminar presentation) may be included in the 28 credit hours of required coursework.
• In addition, items (2), (3), (4), and (6) from the MS Thesis requirements above
apply directly to the MS Report Option Program of Study.

- The MS Report Option must culminate in a successfully defended report.

**Coursework Option**

- The Program of Study should include a total of 30 credit hours of graded coursework.
- Items (2), (4), and (6) from the MS Thesis requirements above apply directly to the MS Course Work Option Program of Study.
- The MS Course Work Option must culminate in a final oral examination.

**Note**

Students on self-support can choose whatever option they want. Students supported by research projects or the Department should take the thesis option.

apply directly to the MS Report Option Program of Study.

- The MS Report Option must culminate in a successfully defended report.

**Coursework Option**

- The Program of Study should include a total of 30 credit hours of graded coursework.
- Items (2), (4), and (6) from the MS Thesis requirements above apply directly to the MS Course Work Option Program of Study.
- The MS Course Work Option must culminate in a final oral examination.

**Note**

Students on self-support can choose whatever option they want. Students supported by research projects or the Department should take the thesis option.

**RATIONALE:** The Department of Mechanical and Nuclear Engineering (MNE) at Kansas State University (KSU) has developed a Master of Science (MS) in Nuclear Engineering (NE) program specifically tailored to the needs of working Navy personnel with previous NE training. This program builds on the currently-administered undergraduate minor in NE and other distance education efforts in NE. The flexibility of this new MS-NE program also makes it well-suited for professionals in a wide variety of disciplines outside the Navy.

**IMPACT:** None.

**EFFECTIVE DATE:** Fall 2015
Non-Expedited New Courses

ART 613. History of Northern Renaissance Art. (3) I, II. Renaissance Art of Northern Europe from the fourteenth through the sixteenth century. Pr.: ART 195 or 196. K-State 8: Aesthetic Interpretation; Historical Perspectives.

K-State 8 RATIONALE: Teaches how to interpret form and iconography of works of art (aesthetic interpretation); teaches historical events and contexts in Renaissance Europe (historical perspectives).

RATIONALE: Splitting existing course into two separate courses to more accurately reflect accepted pedagogical practices.

IMPACT: None.

EFFECTIVE DATE: Spring 2016

ECON 684. International Finance and Open Economy Macroeconomics. (3) II. Introduction to international finance and open-economy macroeconomics, including the foreign exchange market, the balance of payments, international financial markets, and recent and ongoing financial crises. Covers core theoretical material, the course will examine current policy issues. Pr.: ECON 110, 120 (or AGEC 120 or 121) and ECON 510.

K-STATE 8: Global Issues and Perspectives; Social Sciences.

K-STATE 8 RATIONALE: This course has a focus on foreign exchange and currency values. It has a global perspective and focus.

RATIONALE: This course has been taught each of the past two years successfully (as ECON 595 and ECON 599). We would like to officially get this course “on the books” as it has proven to be quite popular with our students.

IMPACT: This course should not affect any other departments.

EFFECTIVE DATE: Spring 2015

GEOG 705. Thematic Remote Sensing. (3) I, II. Introduction to digital image analysis in remote sensing, with an emphasis on extraction of thematic information from imagery. Emphasizes mastery of both practical classification techniques and the theory behind those techniques. Topics covered include preparing imagery for classification; per-pixel and object-based classification techniques; use of parametric, non-parametric, and machine learning\AI-based decision rules; and techniques for validating classification accuracy. Classification techniques for hyperspectral imagery will also be covered. Pr.: GEOG 605 or equivalent.
RATIONALE: Since its introduction in 2007, this course has been taught as a version of Geography 711, Topics in Remote Sensing. Currently, the Topics course encompasses several different versions, including this proposed course (Thematic Remote Sensing), biophysical remote sensing, UAV Remote Sensing, and Digital Image Processing. Students who would wish to do extensive coursework in remote sensing are therefore required to repeat this particular class several times, which can result in difficulties with conforming to departmental and graduate school rules for repeating courses under the same number or title. Offering this course under its own number and title would eliminate these problems. Selecting a 700 number allows the course to be a part of a sequence of remote sensing courses taught in the department, beginning at the 600-level Remote Sensing of Environment, and including a proposes 800-level biophysical remote sensing course. Offering this course under its own, dedicated number also “frees up” GEOG 711 for its original purpose, which was to offer specialized courses in remote sensing topics.

IMPACT: None

EFFECTIVE DATE: Fall 2015

AT 700. Foundations of Sustainability in Apparel and Textiles. (3)
Introduction to the theory, principles, and practices of sustainability. Examination of the challenges to environmental, social, and economic sustainability on both a global and apparel and textile industry scale. Exploration of innovative practices and social change strategies for furtherance of sustainability.

RATIONALE: This course will provide students with a theoretical understanding of sustainability and will ensure that all graduate students in the department have the sustainability knowledge and skills necessary for application throughout the graduate studies.

IMPACT: This new course will not impact any other department and it will not require additional department resources has already been taught for two years as a special topics course and is already part of a faculty member’s regular teaching assignment

EFFECTIVE DATE: Fall 2015

Explores the conceptual and theoretical underpinnings of the Dialogue, Deliberation, and Public Engagement field, including group theory, civic space, and deliberative democracy.

RATIONALE: This survey course explores the conceptual and theoretical underpinnings of the Dialogue, Deliberation, and Public Engagement field. It is the foundational course for the DDPE certificate.

IMPACT: We do not anticipate the curriculum to conflict with other K-State offerings. This curriculum focuses on the communication processes of dialogue and deliberation that are
germane to communication studies. We contacted the two other departments on campus that are communication focused, Agricultural Communications and JMC. In addition, we reached out to the Political Science Department and School of Leadership Studies due to their work in public administration and engagement.

**EFFECTIVE DATE:** Fall 2015


**RATIONALE:** This survey course explores the process models employed in the Dialogue, Deliberation, and Public Engagement field. It is the second of four sequential courses for the DDPE certificate.

**IMPACT:** We do not anticipate the curriculum to conflict with other K-State offerings. This curriculum focuses on the communication processes of dialogue and deliberation that are germane to communication studies. We contacted the two other departments on campus that are communication focused, Agricultural Communications and JMC. In addition, we reached out to the Political Science Department and School of Leadership Studies due to their work in public administration and engagement.

**EFFECTIVE DATE:** Fall 2015


**RATIONALE:** This course focuses on the application of dialogue & deliberation theories and processes to public engagement efforts. This is the third of four sequential courses for the DDPE certificate.

**IMPACT:** We do not anticipate the curriculum to conflict with other K-State offerings. This curriculum focuses on the communication processes of dialogue and deliberation that are germane to communication studies. We contacted the two other departments on campus that are communication focused, Agricultural Communications and JMC. In addition, we reached out to the Political Science Department and School of Leadership Studies due to their work in public administration and engagement.

**EFFECTIVE DATE:** Fall 2015
COMM 793. Dialogue, Deliberation, and Public Engagement: Capstone Experience. (1) S, May Intersession. Focuses on the individualized goals, objectives, and interests of the student, designed to integrate insights from the courses on theoretical foundations, process models, and conceptual frameworks for evaluation and design. Students will meet face-to-face with national leaders to present their research. Pr.: COMM 790, COMM 791, and COMM 792.

RATIONALE: This capstone course offers students an opportunity to present and receive feedback on their DDPE project proposal from experts in the field. This is the fourth of four sequential courses for the DDPE certificate.

IMPACT: We do not anticipate the curriculum to conflict with other K-State offerings. This curriculum focuses on the communication processes of dialogue and deliberation that are germane to communication studies. We contacted the two other departments on campus that are communication focused, Agricultural Communications and JMC. In addition, we reached out to the Political Science Department and School of Leadership Studies due to their work in public administration and engagement.

EFFECTIVE DATE: Fall 2015

GEOG 706. Biophysical Remote Sensing. (3) I, II. An advanced seminar covering methods and models for retrieving quantitative information about the Earth’s surface from remotely sensed data. Topics covered will include inversion techniques for determining surface radiance and reflectance, correction of atmospheric effects, theory of vegetation indices and their use in empirical determination of canopy properties, canopy models and their inversion, and the use of hyperspectral data for retrieval of surface biophysical information. Pr.: GEOG 605. Other requirements: A course in a physical or biological science, Math 210 or 220, or equivalent.

RATIONALE: Since its introduction in Fall, 2008, this course has been taught as a version of Geography 711, Topics in Remote Sensing. Currently, the Topics course encompasses several different versions, including Thematic Remote Sensing, UAV Remote Sensing, and Digital Image Processing. Students who wish to do extensive coursework in remote sensing are therefore required to repeat this particular class several times, which can result in difficulties with conforming to departmental and graduate school rules for repeating courses under the same number or title. Offering this course under its own number and title would eliminate these problems. Offering this course under its own, dedicated number also “frees up” GEOG 711 for its original purpose, which was to offer specialized courses in remote sensing topics. Retaining a 700-level course number allows the class to be taken by both undergraduate and graduate students.

IMPACT: None

EFFECTIVE DATE: Fall 2015

RATIONALE: Fossil Fuel Sedimentology has been offered as a Geology 790-, Studies in Geology, course each fall since the 2010-2011 academic year. Over that time, it has become very popular with students whose career destination is the energy sector (i.e., the majority of our students), regularly exceeding minimum enrollment numbers for a course at this level. The Geology Department intends to continue to offer this course on an annual basis. Therefore, it is now timely to establish Fossil Fuel Sedimentology as its own, rather than a generic “problems” course.

IMPACT: Currently, students who enroll in Fossil Fuel Sedimentology as a Geology 790 (Problems in Geology) course must get approval from the university so that taking Fossil Fuel Sedimentology does not adversely affect how many 790-level courses they are permitted to take. Most Geology 790 (Problems in Geology) courses involve an independent project undertaken by the student. Fossil Fuel Sedimentology is taught as a traditional in-class course, and would be more appropriately described with its own unique course number. I (the instructor, Dr. M. Lambert) propose GEOL 735 as the course number in order to preserve it as a 700-level offering, reflecting its relevance and accessibility to both upper-level undergraduates and graduate students.

EFFECTIVE DATE: Fall 2015

GEOL 738. Formation Evaluation. (3) I. Investigates projects on well log interpretation, petro-physical calculations, log corrections, and post-drilling decision workflows through lectures, discussions, laboratory exercises, or field trips. Pr.: GEOL 730.

RATIONALE: A course in Formation Evaluation was initiated within the Geology Department curriculum in 2010 in response to growing demand from students interested in careers in the energy sector. The course has maintained its popularity over this time period and the department intends to continue to offer this course on an annual basis. Therefore, it is now timely to establish Formation Evaluation as a course in its own right rather than a generic “problems” course.

IMPACT: Establishing this course under its own course number will only have positive impacts. There are no negative repercussions envisaged for any other departments within the university. The Head of Department is fully supportive of this change.

EFFECTIVE DATE: Fall 2015
GEOL 835. Advanced Petroleum Exploration, Imperial Barrel Award Competition. (3) I. Evaluation of exploration prospects in frontier and underdeveloped petroleum provinces using borehole-derived and geophysical data. Team taught courses that uses industry provided datasets and current data management and interpretation software to reach drill or no-drill decisions based on science, risk analysis, and economics.

RATIONALE: This course will provide access for KSU Geology graduate students to the highly successful AAPG Imperial Barrel Award competition. This includes access to industry data that students will evaluate using the most modern techniques and software. In addition to the capstone-like academic component of the course, the enrolled students will have an opportunity to successfully present their results in a highly visible, industry attended event during the competition.

IMPACT: There are no negative repercussions envisaged for any other department within the university. The Head of Department is fully supportive of this change.

EFFECTIVE DATE: Fall 2015

HIST 855. History and Security: Modern Africa since 1850. (3) I, or II. Focuses on major political events and their repercussions. Key topics include war in African history, the creation and administration of colonial empires, decolonization, and the political and security struggles of the post-independence era.

RATIONALE: This course will be available to both History graduate students and Security studies students. It will be valuable to History graduate students who wish to develop a field in African or world history, and Security Studies students seeking to understand the long-term political and security situation in Africa. The department needs a Security Studies course focused on African history to complement existing regional courses in Asian, Middle Eastern, Latin American and European regions.

IMPACT: No impact on other units.

EFFECTIVE DATE: Fall 2015
**Non-Expedited Course Changes**

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ART 612 – Renaissance Art History. (3) I, II.</strong> Renaissance art of northern and southern Europe in the fifteenth and sixteenth centuries, with a brief discussion of its fourteenth century origins.</td>
<td><strong>ART 612 – History of Italian Renaissance Art. (3) I, II.</strong> Renaissance art of Italy from the thirteenth through the sixteenth century.</td>
</tr>
</tbody>
</table>

**RATIONALE:** Splitting one course into two separate courses to more accurately reflect pedagogical practices.

**IMPACT:** None.

**EFFECTIVE DATE:** Spring 2016

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>KIN 610: PROGRAM PLANNING AND EVALUATION</strong></td>
<td><strong>KIN 610: PROGRAM PLANNING AND EVALUATION</strong></td>
</tr>
<tr>
<td><strong>Credits:</strong> (3)</td>
<td><strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>Theories and models and the stages and activities of planning, implementing, and evaluating health promotion programs.</td>
<td>Theories and models and the stages and activities of planning, implementing, and evaluating health promotion programs.</td>
</tr>
<tr>
<td><strong>When Offered:</strong> Fall, Spring, Summer</td>
<td><strong>When Offered:</strong> Fall</td>
</tr>
<tr>
<td><strong>UGE:</strong> None</td>
<td><strong>UGE:</strong> None</td>
</tr>
<tr>
<td><strong>K-State 8:</strong> Global Issues and Perspectives Social Sciences</td>
<td><strong>K-State 8:</strong> Ethical Reasoning and Responsibility; Social Sciences</td>
</tr>
<tr>
<td><strong>Pre-Requisites:</strong> KIN 345, KIN 346</td>
<td><strong>Pre-Requisites:</strong> C or better in both KIN 310 and KIN 345</td>
</tr>
</tbody>
</table>

**RATIONALE:** Change pre-requisites to represent necessary requirements for course.

**IMPACT:** None.

**EFFECTIVE DATE:** Fall 2015
### RATIONALE:
Students must demonstrate a basic understanding personal financial planning to be successful in this advanced course.

### IMPACT:
FSHS 405 is already required as part of the curriculum. It is possible that students will have to retake the pre-requisite to obtain the necessary grade requirement. Eric Higgins, finance department chair, was informed of the requested change on September 12, 2014 and does not see problems as long as enrollment to FINAN 450 will not increase. CBA advisor, Ashley Croisant, was also notified of the change on September 17, 2014 as it affects students taking this course as part of the CBA thematic sequence. She did not anticipate any problems.

### EFFECTIVE DATE:
Summer 2015
stocks, fixed income securities, convertible securities, and related choices. Relationships between investment options and employee/employer benefit plan choice will be studied. Current and emerging issues, and ethics will be an integral part of the course.

When Offered: Fall, Summer
UGE: None
K-State 8: None
Pre-Requisites: FSHS 405 or FINAN 450 with a grade of “B” or better and KSU cumulative GPA of 2.5 or higher
Component/Default size: REC/25

RATIONALE: Students must demonstrate a basic understanding of personal financial planning and general analytic skills to be successful in this advanced course.

IMPACT: FSHS 405 is already required as part of the curriculum. It is possible that students will have to retake the pre-requisite to obtain the necessary grade requirement. Eric Higgins, finance department chair, was informed of the requested change on September 12, 2014 and does not see problems as long as enrollment to FINAN 450 will not increase.

EFFECTIVE DATE: Summer 2015

FROM:

FSHS 764: ESTATE PLANNING FOR FAMILIES
SHORT TITLE: ESTATE PLANNING FOR FAMILIES
Credits: (3)
Introduction to fundamentals of the estate planning process. Includes property transfer, tax consequences, probate avoidance, powers of appointment, and various tools/techniques used in implementing an effective estate plan.

When Offered: Fall, Spring
UGE: None
K-State 8: None
Pre-Requisites: FSHS 405 or FINAN 450 with a grade of “B” or better and KSU cumulative GPA of 2.5 or higher
Component/Default Size: REC/25

TO:

FSHS 764: ESTATE PLANNING FOR FAMILIES
SHORT TITLE: ESTATE PLANNING
Credits: (3)
Introduction to fundamentals of the estate planning process. Includes property transfer, tax consequences, probate avoidance, powers of appointment, and various tools/techniques used in implementing an effective estate plan.

When Offered: Spring
UGE: None
K-State 8: None
Pre-Requisites: FSHS 405 or FINAN 450 with a grade of “B” or better and KSU cumulative GPA of 2.5 or higher
Component/Default Size: LEC/40
RATIONALE: Students must demonstrate a basic understanding of personal financial planning and general analytic skills to be successful in this advanced course.

IMPACT: FSHS 405 is already required as part of the curriculum. It is possible that students will have to retake the pre-requisite to obtain the necessary grade requirement. Eric Higgins, finance department chair, was informed of the requested change on September 12, 2014 and does not see problems as long as enrollment to FINAN 450 will not increase. CBA advisor, Ashley Croisant, was also notified of the change on September 17, 2014 as it affects students taking this course as part of the CBA thematic sequence. She did not anticipate any problems.

EFFECTIVE DATE: Summer 2015

FROM:

<table>
<thead>
<tr>
<th>FSHS 766: INSURANCE PLANNING FOR FAMILIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short Title: Insurance Plan/Family</td>
</tr>
<tr>
<td>Credits: (3)</td>
</tr>
<tr>
<td>An in-depth study of risk management concepts, tools, and strategies for individuals and families, including: life insurance; property and casualty insurance; liability insurance; accident, disability, health, and long-term care insurance; and government-subsidized programs. Current and emerging issues, as well as ethical considerations, relative to risk management will be discussed. Case studies will provide experience in selecting insurance products suitable for individuals and families.</td>
</tr>
<tr>
<td>When Offered: Fall, Spring</td>
</tr>
<tr>
<td>UGE: None</td>
</tr>
<tr>
<td>K-State 8: None</td>
</tr>
<tr>
<td>Pre-Requisites: FSHS 405 or FINAN 450 with a grade of “B” or better and KSU cumulative GPA of 2.5 or higher</td>
</tr>
<tr>
<td>Component/Default Size: REC/25</td>
</tr>
</tbody>
</table>

TO:

<table>
<thead>
<tr>
<th>FSHS 766: INSURANCE PLANNING FOR FAMILIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short Title: Insurance Planning</td>
</tr>
<tr>
<td>Credits: (3)</td>
</tr>
<tr>
<td>An in-depth study of risk management concepts, tools, and strategies for individuals and families, including: life insurance; property and casualty insurance; liability insurance; accident, disability, health, and long-term care insurance; and government-subsidized programs. Current and emerging issues, as well as ethical considerations, relative to risk management will be discussed. Case studies will provide experience in selecting insurance products suitable for individuals and families.</td>
</tr>
<tr>
<td>When Offered: Spring</td>
</tr>
<tr>
<td>UGE: None</td>
</tr>
<tr>
<td>K-State 8: None</td>
</tr>
</tbody>
</table>

RATIONALE: Students must demonstrate a basic understanding of personal financial planning and general analytic skills to be successful in this advanced course.

IMPACT: FSHS 405 is already required as part of the curriculum. It is possible that students will have to retake the pre-requisite to obtain the necessary grade requirement. Eric Higgins,
finance department chair, was informed of the requested change on September 12, 2014 and does not see problems as long as enrollment to FINAN 450 will not increase.

**EFFECTIVE DATE:** Summer 2015

<table>
<thead>
<tr>
<th>FROM:</th>
<th>TO:</th>
</tr>
</thead>
</table>
| **GEOL 743 – Introduction to Geophysics.**  
(3) I. Introduction to geophysics, its uses in studies of the earth’s interior, its utility for illuminating subsurface geological features, and its applications in fields such as groundwater studies and the development of energy resources. Pr.: PHYS 114, MATH 220. | **GEOL 640 - Introduction to Geophysics.**  
(3) I. Introduction to geophysics, its uses in studies of the earth’s interior, its utility for illuminating subsurface geological features, and its applications in fields such as groundwater studies and the development of energy resources. Pr.: PHYS 114 or PHYS 214; MATH 220. |

**RATIONALE:** The change requested is needed to better reflect syllabus changes as well as respond to departmental curriculum changes in response to recommendations by an external curriculum review committee.

**IMPACT:** The proposed change should have no impact on other departments within the university beyond Geology. Head of Department contacted on 02 November 2014.

**EFFECTIVE DATE:** Fall 2015
Non-Expedited New Curriculum

Dialogue, Deliberation, and Public Engagement Graduate Certificate:

**Admission:** Degree or non-degree seeking students must be admitted into the certificate program.

- For non-degree seeking students, acceptance into the program is determined by the DDPE Director, DDPE faculty chair, and Communication Studies Graduate Coordinator.
- For degree seeking graduate students, acceptance into the program is contingent on satisfactory standing with the graduate school. Approval must be granted by the student’s graduate committee and the DDPE director.

Once admitted to the program, students must complete the following 4 courses in sequential order (12 credits):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 790</td>
<td>Dialogue, Deliberation, and Public Engagement: Theoretical Foundations</td>
<td>4</td>
</tr>
<tr>
<td>COMM 792</td>
<td>Dialogue, Deliberation, and Public Engagement: Core Skills and Strategies</td>
<td>4</td>
</tr>
<tr>
<td>COMM 793</td>
<td>Dialogue, Deliberation, and Public Engagement: Capstone</td>
<td>1</td>
</tr>
</tbody>
</table>

12 Credit Hours Total

**RATIONALE:** We believe there is a desire and need for a graduate certificate in Dialogue, Deliberation, and Public Engagement (DDPE). Based on a variety of indicators, including a reputable track record, market demand, and scholarly significance, we believe a DDPE graduate certificate would be attractive to both traditional and non-traditional/on-campus and distance graduate students. A graduate certificate in DDPE would also advance and move the communication studies graduate offerings into an area of increasing interest and demand.

The DDPE curriculum was initiated in 2004 by faculty at Fielding Graduate University (Santa Barbara, CA) and designed collaboratively with the International Institute for Sustained Dialogue, the Kettering Foundation, the Centre for Citizenship and Public Policy, University of Western Sydney and the Public Dialogue Consortium. The primary architect and champion for the DDPE was Dr. Barnett Pearce (Fielding University) who was a well-known and respected scholar in communication studies. Dr. Pearce passed away in 2011 and Fielding University decided to discontinue the curriculum.

Those individuals and centers that helped create the DDPE were interested in continuing the program. They needed an academic home for the curriculum and came to Kansas State.
University. They approached K-State because of the reputation of KSU’s Institute for Civic Discourse and Democracy (ICDD). K-State’s ICDD has developed a national reputation in deliberation and public engagement. Since its formation in 2004, ICDD has developed strong ties with the Kettering Foundation, America Speaks, the National Issues Forums and other national deliberation organizations. Additionally, this community of practice was familiar with KSU’s ICDD because Dr. David Procter (ICDD Director) and Dr. Tim Steffensmeier (ICDD Research Associate) served as editors of the online journal, The Journal of Public Deliberation. These national organizations also knew that K-State was teaching, researching and conducting outreach in deliberation and public engagement. After significant negotiation with representatives of the DDPE, K-State’s Global Campus, and K-State’s department of communication studies, we decided to take responsibility for administering and teaching the DDPE.

Academic attention toward issues of dialogue, deliberation, and public engagement has increased significantly in the last decade. Research in deliberative practice and civic engagement submitted to academic conferences, professional journals, and edited volumes are on the increase. Research in this field appears in a variety of disciplinary fields ranging from political science to philosophy, education to public policy, leadership studies to sociology. While the interdisciplinary nature of this field is evident, communication studies is a natural academic home for this graduate certificate. The National Communication Association (NCA), recognizing the emergence of this academic area, established a research and teaching division within NCA called “Public Dialogue and Deliberation” in November, 2014. This division will generate graduate students, research, and new Ph.D.s in this field. So, we believe the DDPE is being proposed at both an important and opportune time.

Beginning in Fall, 2013, ICDD offered the DDPE through Global Campus as a non-credit certificate program. When this certification curricula was announced, we received 76 inquiries. Ten of those students matriculated into the program and 8 of the ten completed the non-credit certificate program in April 2014. We are currently negotiating with Mexico’s Tec de Monterrey system to bring the DDPE to their campus. Additionally, we are negotiating with South Australia’s Local Government Association based on their request to bring the DDPE to South Australia.

Theoretically, there is also a need for this curriculum. This area of study demands a clearer and unifying theory and a more common vocabulary. Defining “the field” is necessary. This field consists of both practitioners and academics, and those scholars come from a wide range of academic disciplines. Scholars in this area share a commitment to broad democratic values and efforts to meaningfully engage people in public processes. However, the work is called many different things, and each of these terms has specific meaning to those of us who use it, and our particular organizations and efforts have different missions, methods, and goals. This graduate certificate would help address these definitional issues. The skills and strategies outlined in this program are critical for advancing civil society in our global and increasingly interconnected world. As K-State faculty, the idea of offering this certificate would greatly enhance the leadership and problem-solving competencies of our students, and those professionals and alumni who call K-State their “home.” The proposed curriculum would also complement our current certificate programs in conflict resolution by extending communication and facilitation
skills essential for engaging in conflict constructively. In my opinion, each of the modules identified would provide a deeper understanding of, and prepare citizens to better contribute to, the challenges we face as this century unfolds. Definitely a win-win!

**IMPACT:** We do not anticipate the curriculum to conflict with other K-State offerings. This curriculum focuses on the communication processes of dialogue and deliberation that are germane to communication studies. We contacted the two other departments on campus that are communication focused, Agricultural Communications and JMC. In addition, we reached out to the Political Science Department and School of Leadership Studies due to their work in public administration and engagement.

**Contact List:**
Dr. Kristina Boone, Head, Communications and Agricultural Education (letter of support attached)
Dr. Mary Tolar, Director, Staley School of Leadership Studies (letter of support attached)
Dr. Birgit Wassmuth, Director of A.Q. Miller School of Journalism and Mass Communication (e-mailed proposal 10-3-14, no response)
Dr. Jeffrey Pickering, Head, Political Science (affirmative response to proposal on 10-24-14)

**EFFECTIVE DATE:** Fall 2015
**Personal Financial Planning (Ph.D.)**

The Ph.D. degree in Personal Financial Planning is designed to provide talented and ambitious students with knowledge, skills, and tools necessary to achieve success as college and university faculty, practitioners of financial planning, and productive citizens of the State of Kansas and the United States. A dedicated commitment to enhancing students’ personal development will prepare students to excel academically and professionally, leading ultimately to more rewarding and creative lives.

**Degree Requirements (91 credit hours)**

<table>
<thead>
<tr>
<th>Supporting Courses (minimum 18 credit hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSHS 760 - Families, Employment Benefits, and Retirement Planning <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 762 - Investing for the Family's Future <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 764 - Estate Planning for Families <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 766 - Insurance Planning for Families <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 772 - Personal Income Taxation <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 836 - Financial Planning Case Studies <strong>Credits:</strong> (3)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Professional Courses (minimum 12 credit hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSHS 825 - Family Resource Management <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 894 - Readings in Family Studies and Human Services <strong>Credits:</strong> (1-18)</td>
</tr>
<tr>
<td>FSHS 956 - Clinical Research and Applications in Financial Counseling and Planning <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 979 - Advanced Professional Issues in FSHS <strong>Credits:</strong> (3)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Courses: (minimum 15 credit hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSHS 768 - Introduction to Financial Therapy <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 769 - Money and Relationships <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 770 - Applied Behavioral Finance <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 771 - Financial Therapy Theory &amp; Research <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 909 - Topics in Personal Financial Planning <strong>Credits:</strong> (0-3)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Research Courses (minimum 46 credit hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades of B or better are required for FSHS 806, 906, 888, 890, 907.</td>
</tr>
<tr>
<td>FSHS 806 - Statistical Methods in Family Studies and Human Services I <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 888 - Research Methods in FSHS I <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 890 - Research Methods in FSHS II <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 906 - Statistical Methods in Family Studies and Human Services II <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 907 - Advanced Family Research Methods <strong>Credits:</strong> (3)</td>
</tr>
<tr>
<td>FSHS 990 - Dissertation Proposal Seminar (1)</td>
</tr>
<tr>
<td>FSHS 999 - PhD Research in Family Studies and Human Services <strong>Credits:</strong> (1-18)</td>
</tr>
</tbody>
</table>

**Rationale:** According to the Bureau of Labor Statistics, there is an expected job growth rate of 27% for personal financial advisors between 2012 and 2022. The job growth has spurred the Certified Financial Planner Board of Standards, Inc. to be a strong advocate for additional universities to offer doctoral degrees in financial planning. Reasons for providing doctoral level education include: (a) developing a flow of candidates to teach in the growing number of academic programs providing financial planning education, (b) strengthening consumer protection by standardizing counseling and planning techniques through research initiatives, and (c) improving the quality of Personal Financial Planning research that
can inform public policy in the domain of financial planning. A separate degree in Personal Financial Planning is being proposed outside of the current emphasis within the College of Human Ecology degree name to meet the needs of the profession.

**Impact:** None

**Effective Term:** Fall 2016

### New Degree Request – Kansas State University

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Program Summary</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Program Identification &amp; CIP</td>
<td>Doctorate of Philosophy in Personal Financial Planning, CIP Code 52.0804</td>
</tr>
<tr>
<td>2. Academic Unit</td>
<td>College of Human Ecology, School of Family Studies &amp; Human Services</td>
</tr>
<tr>
<td>3. Program Description</td>
<td>Currently, Personal Financial Planning is a sub-plan within the College of Human Ecology doctoral degree. The proposal is for a stand-alone Ph.D. in Personal Financial Planning to meet the professional demands of solidifying Personal Financial Planning as an independent and growing program. Reclassifying the program as an independent degree will help students obtain faculty positions at research and teaching institutions in Human Ecology and Business. Employers consistently report the need for graduates to have a degree clearly titled as Personal Financial Planning to help meet accreditation needs of the Association to Advance Collegiate Schools of Business (AACSB).</td>
</tr>
<tr>
<td>4. Demand/Need for the Program</td>
<td>The U.S. Bureau of Labor Statistics has projected 32% job growth for financial planners between 2010 and 2020. The Ph.D. in Personal Financial Planning will educate professors of Personal Financial Planning to train future financial planners. We have consistently accepted the maximum capacity of students per year (8-10) to help fill the need for financial planners and professors of financial planning with a wait list of applicants each year.</td>
</tr>
<tr>
<td>5. Comparative/Locational Advantage</td>
<td>Kansas State University offers the only known distance-based Ph.D. in Personal Financial Planning. The doctoral degree program is designed to meet the time, location, and cost constraints of students from a wide variety of backgrounds. Students enter as a class cohort. Students take at least one and as many as three online courses in the fall and spring semesters for approximately three years. There is a 10 day in-person requirement for the first four years of study. As designed, the proposed degree program offers students the best of both online training and education with the advantages of meeting face-to-face on a yearly basis.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
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</tr>
<tr>
<td><strong>6. Curriculum</strong></td>
<td>The primary academic objectives are to provide students with the opportunity to: 1) understand and conduct scholarly research in Personal Financial Planning; 2) solve real world problems; 3) apply their creativity in helping others meet challenges; 4) develop and refine communication skills; 5) work in multidisciplinary and diverse teams; 6) obtain an understanding of 21st century technologies; 7) learn through instruction by faculty committed to both teaching and research; 8) participate in professional groups and activities; 9) assume professional leadership positions; 10) be part of a growing program that is devoted to building the finest Personal Financial Planning program in the nation while meeting the growing need for well-trained graduates.</td>
</tr>
<tr>
<td><strong>7. Faculty Profile</strong></td>
<td>The Personal Financial Planning unit has 10 faculty members involved with the Ph.D. degree program (6 holding the Certified Financial Planner™ designation): 5 Assistant Professors, 4 Associate Professors, and 1 Professor. We also have 4 full-time tenured/tenure-track Family Studies and Human Services providing instruction support for the program.</td>
</tr>
<tr>
<td><strong>8. Student Profile</strong></td>
<td>There are 42 Ph.D. students enrolled in the Personal Financial Planning sub-plan within the College of Human Ecology degree. 43% are women whose ages range from 25 to 61. 83% are non-Hispanic White. Most of the students hold a full-time job and are taking classes part-time.</td>
</tr>
<tr>
<td><strong>9. Academic Support</strong></td>
<td>The unit employs one full-time unclassified professional staff person to provide support services and recruit new students.</td>
</tr>
<tr>
<td><strong>10. Facilities &amp; Equipment</strong></td>
<td>No additional space requirements, facilities, renovations will be needed.</td>
</tr>
<tr>
<td><strong>11. Program Review, Assessment, Accreditation</strong></td>
<td>In FY 2019, the degree programs in the College of Human Ecology will go through a formal review process by the Kansas Board of Regents. An internal review occurs on an annual basis as required by the Certified Financial Planner (CFP) Board of Standards, since we maintain registration with the CFP Board to allow students to take the CFP® Exam upon graduation.</td>
</tr>
<tr>
<td><strong>12. Costs, Financing</strong></td>
<td>All salaries and operating expenses (OOE) have been and will continue to be supported through state allocations and student tuition dollars. The program is self-sustaining without the need for additional funding or reallocation from other units.</td>
</tr>
</tbody>
</table>
Fiscal Summary for Proposed Academic Program

IMPLEMENTATION YEAR FY 2016

Institution: Kansas State University
Proposed Program: Ph.D. Personal Financial Planning

### Part I. Anticipated Enrollment

<table>
<thead>
<tr>
<th></th>
<th>Implementation Year</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Full-Time</td>
<td>Part-Time</td>
<td>Full-Time</td>
</tr>
<tr>
<td>A. Full-time, Part-time Headcount:</td>
<td>0</td>
<td>42</td>
<td>0</td>
</tr>
<tr>
<td>B. Total SCH taken by all students in program</td>
<td>504</td>
<td>504</td>
<td>504</td>
</tr>
</tbody>
</table>

### Part II. Program Cost Projection

A. In implementation year one, list all identifiable General use costs to the academic unit(s) and how they will be funded. In subsequent years, please include only the additional amount budgeted.

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Costs:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>$1,046,000</td>
<td>$1,066,000</td>
<td>$1,086,000</td>
</tr>
<tr>
<td>OOE</td>
<td>$14,000</td>
<td>$15,000</td>
<td>$16,000</td>
</tr>
<tr>
<td>Total</td>
<td>$1,060,000</td>
<td>$1,081,000</td>
<td>$1,102,000</td>
</tr>
</tbody>
</table>

All salaries and OOE have been and will continue to be supported through state allocations and student tuition dollars. The program is self-sustaining without the need for additional funding or reallocation from other units.
NEW PROGRAM PROPOSAL
for Ph.D. in Personal Financial Planning

BASIC PROGRAM INFORMATION

1. Proposing Institution
   a. Kansas State University

2. Title of Proposed Program
   a. Personal Financial Planning

3. Degree to be Offered
   a. Ph.D.

4. Anticipated Date of Implementation
   a. Spring 2016

5. Responsible Units
   a. College of Human Ecology, School of Family Studies and Human Services

6. Center for Education Statistics, Classification of Instruction Program (CIP) Code
   a. 52.0804 Financial Planning and Services

PROGRAM PROPOSAL NARRATIVE

(1) PROGRAM JUSTIFICATION

Personal Financial Planning is a growing field of practice and study. According to the Bureau of Labor
Statistics, there is an expected job growth rate of 27% for personal financial advisors between 2012 and
2022. With the increase in need for financial advisors comes the need for instructors of students in
financial advising/planning majors. As new careers develop, it is important to show that the Personal
Financial Planning program has a strong academic grounding to provide the level of education
necessary to help graduates move into the specified career. There are currently five doctoral programs
(Kansas State University, Louisiana State University, Texas Tech University, University of Georgia, and
University of Missouri) registered with the accrediting body of financial planners, the Certified Financial
Planner Board of Standards. Only one university (Texas Tech University) has a stand-alone doctoral
degree program in Personal Financial Planning. The others are contained with larger college or school
programs.

The Certified Financial Planner Board of Standards, Inc. has been a strong advocate for additional
universities to offer doctoral degrees in financial planning. Reasons for providing doctoral level
education include: (a) developing a flow of candidates to teach in the growing number of academic
programs providing financial planning education, (b) strengthening consumer protection by
standardizing counseling and planning techniques through research initiatives, and (c) improving the
quality of Personal Financial Planning research that can inform public policy in the domain of financial
planning.

Personal Financial Planning is a sub-plan within the College of Human Ecology doctoral degree at Kansas
State University. The purpose of separating Personal Financial Planning into its own degree program is
to meet the professional demands of solidifying Personal Financial Planning as an independent and
developing program and growing the visibility of the program. It is important for students to
communicate to employers that their training is in Personal Financial Planning. As currently structured,

students do not receive a degree in Personal Financial Planning, but rather an emphasis in Personal Financial Planning.

We have several doctoral students who are employed in small Colleges of Business Administration who must abide by the Association to Advance Collegiate Schools of Business (AACSB) accreditation standards. Currently, degrees in Human Ecology are not considered to be within field specialties. This means that a graduate from our program will be excluded from program teaching and administration within these colleges. We do not want to limit the employability of our graduates, so we have been working with CFP Board to begin dialog with AACSB about the niche of financial planning. CFP Board is fully supportive of the notion that a Kansas State University graduate is qualified to teach in either a College of Human Ecology or a College of Business. CFP Board is currently lobbying AACSB to recognize programs such as ours as being “within the field.” In general, we believe that for clarity it makes sense to have a degree, not an emphasis, in Personal Financial Planning. The majority of our graduates will likely seek employment in business colleges and will benefit from a more appropriately titled degree versus the general Human Ecology title.

(a) Is the Program Central to the Mission of the Institution?
Kansas State University has a goal of being a top 50 public research institution by the year 2025. Establishing a doctoral program in Personal Financial Planning will help meet this aspiration. The thematic goals outlined by the 2025 committee and how the Personal Financial Planning programs intend to help meet these goals is outlined below:

Theme 1: Research, Scholarly and Creative Activities, and Discovery
Create a culture of excellence that results in flourishing, sustainable, and widely recognized research, scholarly and creative activities, and discovery in a variety of disciplines and endeavors that benefit society as a whole.

- The Personal Financial Planning doctoral students regularly present at national conferences including the Financial Planning Association, American Council on Consumer Interests, Association for Financial Counseling and Planning Education, and Academy of Financial Services. Their research is published in national and international outlets. With managing a large doctoral program comes a diversified and qualified faculty. The Personal Financial Planning faculty are highly productive with an average publication rate of 4.5 peer-reviewed articles per year per faculty member. Grants are challenging to attain in the field given the lack of government granting agency and foundations dedicated toward personal finance issues. However, our faculty have generated just over $165,000 in external grants and nearly $40,000 in internal research grants over the past three years.

Theme 2: Undergraduate Educational Experience
Build 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.

- Ph.D. students in Personal Financial Planning are eligible to teach online sections of Introduction to Personal Financial Planning for undergraduate students at Kansas State University. Their experience as practitioners is valuable to students wanting to pursue a career in financial planning.
Theme 3: Graduate Scholarly Experience
Advance a culture of excellence that attracts highly talented, diverse graduate students and produces graduates recognized as outstanding in their respective professions.

- We are able to attract students from across the country and world given the hybrid nature of the courses. Students are required to come to the Manhattan, Kansas campus for 10 days during the first three years of the program. In their fourth year of study, students meet in an international destination for the 10 day in-person requirement. The remainder of their coursework is taken part-time at a distance (with live internet components) so that they may continue in their professional careers without a significant break in service. We have 5 state of Kansas students, 24 from the greater mid-west, 11 from the east, and 5 from the west. We also have a student living in Guam and one in Germany.

- In addition to their geographical diversity, students are required to engage in professional development opportunities. The students are expected to attend at least one national conference per year where they present their research.

Theme 4: Engagement, Extension, Outreach, and Service
Be a national leader and model for a re-invented and transformed public research land-grant university integrating research, education, and engagement.

- The Institute of Personal Financial Planning clinic offers community members the opportunity to receive free financial counseling while providing faculty and students with valuable research data. We are also the leader in Financial Therapy offering the first graduate certificate program in the nation.

Theme 5: Faculty and Staff
Foster a work environment that encourages creativity, excellence, and high morale in faculty and staff, responds to changing needs, embraces diversity, values communication and collaboration, and is respectful, trusting, fair, and collegial for all.

- Becoming a stand-alone degree program will help attract and retain high quality financial planning educators and researchers to Kansas State University. The increased visibility of Personal Financial Planning will also help us reach industry partners for support and development funding. One goal is to obtain an endowed professor position from industry funding within the next 5 to 7 years.

Theme 6: Facilities and Infrastructure
Provide facilities and infrastructure that meet our evolving needs at a competitive level with our benchmark institutions and are an asset to recruit and retain quality students, faculty, researchers, and staff.

- Our program utilizes web-based coursework delivery in a similar way to what students would receive on-campus. We utilize the web-based program, Zoom, for live and recorded class sessions, K-State Online for message board discussions, and papers submitted via K-State Online.
Locational and Comparative Advantages of Program

The proposed programs offer unique locational and comparative advantages in the relation to similar academic units of study nationally and internationally. The doctoral degree program is designed to meet the time, location, and cost constraints of students from a wide variety of backgrounds. Students enter as a class cohort. Students take at least one and as many as three online courses in the fall and spring semesters for approximately three years. As mentioned above, there is a 10 day in-person requirement for the first four years of study. As designed, the proposed degree program offers students the best of both online training and education with the advantages of meeting face-to-face on a yearly basis. This distinctive approach to graduate education builds upon the internationally recognized strengths of Kansas State University, namely, student-centered high technology education.

Currently, there are five doctoral programs registered with Certified Financial Planner Board of Standards (Kansas State University, Louisiana State University, Texas Tech University, University of Georgia, and University of Missouri). Nearly all Research 1 universities that offer doctorate training, in general, focus on financial and economic analysis at the macro and/or corporate level rather than study at the consumer level; however, this is indicative of a major need for additional consumer and household focused degrees. The academic study of ‘household finance’—essentially an extension of personal finance and financial planning—is now one of the fastest growing fields in the United States; yet, there are few individuals being trained in this area. Much of the groundbreaking academic work is being conducted by Personal Financial Planning faculty housed in units similar to the one at Kansas State University and by faculty transitioning from traditional finance, economics, psychology, and sociology disciplines. Second, as suggested above, personal finance education and research is a relatively new field of study, meaning that the present offers a unique opportunity to establish a Personal Financial Planning doctoral program in a burgeoning discipline. Third, prior to the new millennium, financial planning, as a professional endeavor, was still in its infancy. Today, the discipline is maturing. As with all growing disciplines, the demand for advanced Personal Financial Planning academic training has also grown. The result is that universities have tended to overlook the development of financial planning education as a primary field of advanced graduate work. The roots of professional financial planning can be traced back to 1969. Education of financial planners has followed the path of other professions – self-education, licensure, certification, bachelor’s, master’s level of education. The next logical step is education at the doctoral level—particularly through a program that can be offered using a 21st century distance-education framework.

Kansas State University strives to uphold the highest standards for students studying Personal Financial Planning. As such, we maintain our accreditation with the Certified Financial Planner Board of Standards and a memorandum of understanding with the Association for Financial Counseling and Planning Education so that our students may sit for the rigorous exams of both associations.

The Personal Financial Planning program houses the Institute of Personal Financial Planning, which provides education and outreach for the greater Manhattan community as well as conducts multidisciplinary research. Research funded through the Institute has been published in national and international journals.

(b) What is the Student Demand for the Program and what are the Characteristics of the Students Who Will Participate in the Program?

Distance-based graduate education is beneficial to individuals already in the workforce who want to advance in their career or switch careers. A distance-education based Personal Financial Planning
A doctoral degree has proven to have even higher demand than we initially anticipated. We reached capacity in the first year of the program and have continued to reach capacity in the last four years. There is virtually no competition nationally or internationally at this time.

A reason most planners do not return to school to obtain a doctorate degree is the income opportunity cost. The majority of financial planning business owners have net earnings that exceed $100,000 per year. The Financial Planning Association\(^2\) estimates that the average sole practitioner generates $425,000 in revenue per year. The top 25% of all practitioner-owned firms have revenue in excess of $1.5 million per year, with these practitioners earning over $215,000 yearly. In order to return full-time to school to obtain a Ph.D. in today's academic marketplace, these successful advisors would need to terminate their practice or potentially manage their practice as an absentee owner. The lost income and increased ownership burden associated with returning to school makes the choice problematic for successful advisors. What is needed, therefore, is a Personal Financial Planning Ph.D. opportunity for students that minimizes these opportunity costs while maintaining academic rigor and adaptability to the needs of successful practitioners and those who wish to transition into the financial planning academic profession.

The next table shows the enrollment in the Personal Financial Planning sub-plan over the past five years.

<table>
<thead>
<tr>
<th>Fall Enrollment</th>
<th>2014</th>
<th>2013</th>
<th>2012</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctorate</td>
<td>42</td>
<td>41</td>
<td>34</td>
<td>27</td>
<td>17</td>
</tr>
</tbody>
</table>

We exceed the minimum requirements for number of majors, degrees granted annually, and faculty size for the Personal Financial Planning sub-plan as shown in the next table.

<table>
<thead>
<tr>
<th>Area</th>
<th>Requirement</th>
<th>Actual (as of Fall 2014)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Majors:</td>
<td>Doctorate = 5</td>
<td>Doctorate = 39</td>
</tr>
<tr>
<td>Number of Degrees Granted Annually:</td>
<td>Doctorate = 2</td>
<td>Doctorate = 4</td>
</tr>
<tr>
<td>Number of Faculty with Terminal Degrees:</td>
<td>Doctorate = 8</td>
<td>Doctorate = 14 (7 tenure/tenure-track core faculty, 3 non-tenure-track faculty, 4 supporting tenured faculty)</td>
</tr>
</tbody>
</table>

**Current Acceptance Rates**

The demand for the Personal Financial Planning doctoral program has grown dramatically over the five years of existence. The acceptance rate for 2014 was 22.5% and it is anticipated to be approximately the same percent or lower for 2015.

![](chart.png)

(c) **What is the Demand for Graduates of this Program?**

The demand for a degree in Personal Financial Planning has been growing. The United States Department of Labor, Bureau of Labor Statistics projects a 27% job growth for financial planners between 2012 and 2022, which is much faster than average for all occupations. Today’s aging population will be the primary driver of growth as baby boomers reach retirement. Other drivers include decreased funds and shortfalls for corporate and state pensions, and all of these drivers will increase demand for financial planners³. Instructors of Personal Financial Planning curriculums are needed.

(2) CURRICULUM OF THE PROPOSED PROGRAM
The goals and objectives of the Personal Financial Planning Ph.D. program are designed to provide talented and ambitious students with the knowledge, skills, and tools necessary to achieve success as researchers, teachers, and practitioners of financial planning. A dedicated commitment to enhancing students’ personal development will prepare students to excel academically and professionally, leading ultimately to more rewarding and creative lives.

(a) Describe the More Important Academic Objectives of the Proposed Program, Including the Range of Skills and Knowledge Future Graduates will Possess.
The primary program academic objectives are to provide students with the opportunity to:
- Solve real world problems;
- Apply their creativity in helping others meet challenges;
- Develop and refine communication skills;
- Work in multidisciplinary and diverse teams;
- Obtain an understanding of 21st century technologies;
- Learn through instruction by faculty committed to both teaching and research;
- Participate in professional groups and activities;
- Assume professional leadership positions;
- Understand and conduct scholarly research in Personal Financial Planning;
- Be part of a growing program that is devoted to building the finest financial planning program in the nation while meeting the growing need for well-trained graduates.

(b) The course work required of all students who major in this program shall be described.
The proposed curriculum includes the following 91 semester credit hours:

Supporting (Core) Content Courses (minimum 18 credit hours)
- FSHS 760 Retirement Planning (3)
- FSHS 762 Investing for the Family's Future (3)
- FSHS 764 Estate Planning for Families (3)
- FSHS 766 Insurance Planning for Families (3)
- FSHS 772 Personal Income Taxation (3)
- FSHS 836 Financial Planning Case Studies (3) - Grade of A or B is required

Professional Courses (minimum 12 credit hours)
- FSHS 825 Family Resource Management (3)
- FSHS 894 Readings in Family Studies and Human Services (3)
- FSHS 956 Financial Counseling (3)
- FSHS 979 Advanced Professional Issues in FSHS (3)

Elective Courses (minimum 15 credit hours)
- FSHS 757 Financial Behavior Assessment Consulting (3)
- FSHS 768 Introduction to Financial Therapy (3)
- FSHS 769 Money and Relationships (3)
- FSHS 770 Applied Behavioral Finance (3)
- FSHS 771 Financial Therapy Theory and Research (3)
- FSHS 808 Research Application in Personal Financial Planning (1-3) – may be informally referred to as "research clusters"
- Or other elective as agreed upon by the student's committee
Research Courses (minimum 46 credit hours) – Grades of A or B are required for FSHS 806, 906, 888, 890, 907

- FSHS 806 Statistical Methods in Family Studies and Human Services I (3)
- FSHS 888 Research Methods in FSHS I (3)
- FSHS 890 Research Methods in FSHS II (3)
- FSHS 906 Statistical Methods in Family Studies and Human Services II (3)
- FSHS 907 Advanced Research Methods (3)
- FSHS 990 Dissertation Proposal Seminar (1)
- FSHS 999 Ph.D. Research in Family Studies and Human Services (30)

(c) Internships and practica required of students in this program shall be described. Internships are not required for this program.

(d) If clinical are required, are sufficient sites available? Clinical placements are not required for this program.
<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>Degree, Appt. Type</th>
<th>Certification</th>
<th>CORE TENURED/TENURE-TRACK FACULTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sonya Britt, Associate Professor</td>
<td>Ph.D., tenured</td>
<td>CFP®</td>
<td>Dr. Sonya Britt, CFP® is the Program Director of Personal Financial Planning. Britt’s research interests include financial literacy and the impact of physiological stress on financial behaviors. <strong>Ph.D. courses taught:</strong> Retirement Planning, Financial Therapy Theory and Research, Research Application in PFP, Family Resource Management, Research Methods II, Adv. Professional Issues <strong>Other Ph.D. program assignments:</strong> Serve as chair and committee member <strong>Other teaching assignments:</strong> Retirement Planning in master’s degree program</td>
</tr>
<tr>
<td>Kristy Archuleta, Associate Professor</td>
<td>Ph.D., tenured</td>
<td>LMFT</td>
<td>Dr. Kristy Archuleta’s, LMFT, research interests include development of financial therapy practice models. <strong>Ph.D. courses taught:</strong> Money and Relationships, Research Application in PFP, Research Methods I, Financial Counseling, Adv. Professional Issues <strong>Other Ph.D. program assignments:</strong> Serve as chair and committee member <strong>Other teaching assignments:</strong> Financial Counseling in undergraduate degree program</td>
</tr>
<tr>
<td>Stuart Heckman, Assistant Professor</td>
<td>Ph.D., tenure-track</td>
<td>CFP®</td>
<td>Dr. Stuart Heckman, CFP® specializes in large data set analysis and the effect of student loan debt on academic achievement of undergraduate students. <strong>Ph.D. courses taught:</strong> Retirement Planning, Research Application in PFP, Statistics I, Readings in FSHS <strong>Other Ph.D. program assignments:</strong> Serve as committee member <strong>Other teaching assignments:</strong> Adv. PFP, Retirement Planning, and Insurance Planning in undergraduate degree program, Retirement Planning in master’s degree program</td>
</tr>
<tr>
<td>Name</td>
<td>Degree Level</td>
<td>Tenure Track</td>
<td>Research Focus</td>
</tr>
<tr>
<td>-------------------------------</td>
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<td>----------------------------------------------------</td>
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</tbody>
</table>
| Elizabeth Kiss, Assistant Professor | Ph.D.       | tenure-track | Dr. Elizabeth Kiss serves as the State of Kansas Extension Specialist in Family Financial Management. | **Ph.D. courses taught:** Research Application in PFP, Adv. Professional Issues  
**Other Ph.D. program assignments:** Serve as chair and committee member | **Other teaching assignments:** none | |
| Maurice MacDonald, Professor  | Ph.D.       | tenured      | Dr. Morey MacDonald’s research revolves around aging population issues. | **Ph.D. courses taught:** Research Application in PFP, Family Resource Management  
**Other Ph.D. program assignments:** Serve as chair and committee member  
**Other teaching assignments:** Intro. to PFP in undergraduate degree program | |
| Cliff Robb, Associate Professor | Ph.D.       | tenure-track | Dr. Cliff Robb’s research relates to financial behaviors of college students. | **Ph.D. courses taught:** Research Application in PFP, Adv. Research Methods, Adv. Professional Issues  
**Other Ph.D. program assignments:** Serve as chair and committee member  
**Other teaching assignments:** Family Economics in undergraduate degree program | |
| Martin Seay, Assistant Professor | Ph.D.       | tenure-track | Dr. Martin Seay’s, CFP® research interests include housing and mortgage issues. | **Ph.D. courses taught:** Investments, Statistics I, Statistics II, Research Application in PFP, Adv. Professional Issues  
**Other Ph.D. program assignments:** Serve as chair and committee member  
**Other teaching assignments:** Estate Planning in undergraduate degree program and Investments in undergraduate and master’s degree programs | |
<table>
<thead>
<tr>
<th>NON-TENURED/TENURE-TRACK CORE FACULTY</th>
</tr>
</thead>
</table>
| **Ann Coulson, Assistant Professor** | Ph.D., non-tenure track | CFP® | Dr. Ann Coulson, CFP® specializes in the core PFP content areas.  
**Ph.D. courses taught:** Investments, Estate Planning, Insurance Planning, Taxation, Case Studies  
**Other Ph.D. program assignments:** Serve as committee member  
**Other teaching assignments:** Careers in PFP, Case Studies, and Taxation in undergraduate degree program and Investments, Estate Planning, Insurance Planning, and Taxation in master’s degree program |
| **Brad Klontz, Associate Professor** | Psy.D., non-tenure-track | CFP® | Dr. Brad Klontz, CFP® specializes in the psychological aspects of financial planning.  
**Ph.D. courses taught:** Intro. to Financial Therapy, Applied Behavioral Finance  
**Other Ph.D. program assignments:** Serve as committee member  
**Other teaching assignments:** none |
| **Ron Sages, Assistant Professor** | Ph.D., non-tenure track | CFP® | Dr. Ron Sages, CFP® specializes in practice-based issues of financial planners.  
**Ph.D. courses taught:** Case Studies  
**Other Ph.D. program assignments:** Serve as committee member  
**Other teaching assignments:** Applied Behavioral Finance in undergraduate and master’s degree programs, Case Studies in master’s degree program |

<table>
<thead>
<tr>
<th>TENURED/TENURE-TRACK SUPPORTING FACULTY</th>
</tr>
</thead>
</table>
| **Briana Goff, Professor** | Ph.D., tenured | Ph.D. elective courses taught: Violence and Prevention, Foundations of Trauma and Traumatic Stress, Crises Across the Lifespan  
**Other Ph.D. program assignments:** Serve as committee member, if requested  
**Other teaching assignments:** assigned to FSHS |
| **Elaine Johannes, Associate Professor** | Ph.D., tenured | Ph.D. elective courses taught: Grant Development and Management  
**Other Ph.D. program assignments:** Serve as committee member, if requested  
**Other teaching assignments:** assigned to FSHS |
(b) Number of Graduate Assistants Needed to Serve Program
Although we do not currently offer GTA positions, graduate students are employed on an hourly basis to assist with undergraduate distance teaching responsibilities. No additional graduate teaching assistants are needed to implement the program.

(4) ACADEMIC SUPPORT

(a) What are the Academic Support Services for this Program?
All student advising will be provided by a staff member currently employed by the Institute of Personal Financial Planning and in the Personal Financial Planning unit in the School of Family Studies and Human Services. No additional advising, library, audio-visual, or academic computing resources will be needed. Resources available for the current specialization M.S. in Family Studies and Human Services are adequate.

The Institute currently employs a full-time graduate coordinator whose responsibilities include student recruitment and advising. All anticipated student support materials are currently available in an online format either through the Kansas State University Global Campus or through the Kansas State University library system.

Quality control is an issue of major importance to the continued success of the program. The following Personal Financial Planning faculty will have direct, daily contact with students through instruction, advising, and committee leadership and membership:
- Sonya Britt
- Kristy Archuleta
- Ann Coulson
- Stuart Heckman
- Elizabeth Kiss
- Brad Klontz
- Maurice MacDonald
- Cliff Robb
- Ron Sages
- Martin Seay

(b) What New Library Materials and Other Forms of Academic Support will be Needed Beyond Normal Additions?
No additional library or other academic support will be needed in the immediate future.
(c) What New Supporting Staff will be Required Beyond Normal Additions?
No additional supporting staff will be needed.

(5) Facilities and Equipment
(a) What are the Anticipated Facilities Requirements?
No additional space requirements, facilities, renovations will be immediately needed.

(b) What New Equipment will be Required Beyond Normal Additions?
No new equipment will be needed.

(6) PROGRAM REVIEW, ASSESSMENT, AND ACCREDITATION
(a) What Program Review Process Methods will be used to Review the Program?
See Attachment A for the Assessment of Student Learning Plan

(b) What Student Learning Outcomes Measures Will Be Used to Assess the Program’s Effectiveness?

STUDENT LEARNING OUTCOMES
SLO 1: Students will demonstrate the ability to critically analyze the application of the fundamentals of the financial planning processes as the process applies to the behavioral, economic, social, and cultural environments in which individuals and families live.

SLO 2: Students will demonstrate understanding and ability to apply empirical methodological and statistical procedures relevant in personal finance.

SLO 3: Students will demonstrate understanding and the ability to apply theoretical orientations relevant in personal finance.

SLO 4: Students will demonstrate oral and written communication skills appropriate for personal finance research.

SLO 5: Students will demonstrate understanding of standards of ethical conduct, which adhere to the Code of Ethics and Professional Responsibility developed by the Certified Financial Planner Board of Standards.

SLO 6: Students will exhibit awareness and application of standards of ethical conduct related to personal finance research.
(c) What are the Institution’s Plans Regarding Program Accreditation?
Currently, the Certified Financial Planner Board of Standards, Inc. (CFP Board) serves as the accreditation/registration body for all college and university financial planning curriculums in the United States. Re-accreditation/registration occurs every two years. The personal financial planning program director is responsible for coordinating the accreditation process.

To maintain our registration with the CFP Board, we must submit documentation showing how we cover 72 topics covering the financial planning process in our classes. They review our course syllabi and textbook selections on a biennial basis to be sure we are providing up-to-date knowledge to our students.

The Association for Financial Counseling and Planning Education also registers the Personal Financial Planning programs. This registration allows graduates to obtain the Accredited Financial Counselor designation.

At the current time, accreditation costs are minimal (i.e., less than $2,500 per year). Costs associated with achieving and maintaining accreditation will be paid for by the Institute of Personal Financial Planning.
Attachment A: Assessment of Student Learning Plan
Doctoral Degree in Personal Financial Planning

I. Introduction
A. College, Department, and Date

College: College of Human Ecology
Department: School of Family Studies and Human Services
Date:

B. Contact Person(s) for the Assessment Plans
Sonya L. Britt, Ph.D. Associate Professor
Kristy L. Archuleta, Ph.D., Associate Professor

C. Degree Program
Doctorate of Philosophy in Personal Financial Planning

II. Overview of Assessment
A. List of SLOs for Degree Program

Knowledge & Skills
SLO 1: Students will demonstrate understanding and the ability to critically analyze the application of
the fundamentals of the financial planning processes as the process applies to the behavioral, economic,
social, and cultural environments in which individuals and families live.

SLO 2: Students will demonstrate understanding and ability to apply to empirical methodological and
statistical procedures relevant in personal finance.

SLO 3: Students will demonstrate understanding and the ability to apply theoretical orientations
relevant in personal finance.

Skills
SLO 4: Students will demonstrate oral and written communication skills appropriate for personal
finance research.

Attitudes and Professional Conduct
SLO 5: Students will demonstrate understanding of standards of ethical conduct, which adhere to the
Code of Ethics and Professional Responsibility developed by the Certified Financial Planner Board of Standards.

SLO 6: Students will exhibit awareness and application of standards of ethical conduct related to
personal finance research.
## B. Program Assessment Alignment Matrix

<table>
<thead>
<tr>
<th>SLO/Required Courses/Experiences</th>
<th>Course Number(s)</th>
<th>Course Number(s)</th>
<th>International Experience: FSHS 979</th>
<th>Preliminary Exams</th>
<th>Thesis/Report/Dissertation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FSHS 624</td>
<td>FSHS 806</td>
<td>X</td>
<td>X/A</td>
<td>A/A</td>
</tr>
<tr>
<td></td>
<td>FSHS 762</td>
<td>FSHS 888</td>
<td>X</td>
<td>A/A</td>
<td>A/A</td>
</tr>
<tr>
<td></td>
<td>FSHS 764</td>
<td>FSHS 890</td>
<td>X</td>
<td>A/A</td>
<td>A/A</td>
</tr>
<tr>
<td></td>
<td>FSHS 766</td>
<td>FSHS 894</td>
<td>X</td>
<td>A/A</td>
<td>A/A</td>
</tr>
<tr>
<td></td>
<td>FSHS 772</td>
<td>FSHS 906</td>
<td>X</td>
<td>A/A</td>
<td>A/A</td>
</tr>
<tr>
<td></td>
<td>FSHS 836</td>
<td>FSHS 907</td>
<td>X</td>
<td>A/A</td>
<td>A/A</td>
</tr>
</tbody>
</table>

### Degree program SLOs

- **The financial planning processes as the process applies to the behavioral, economic, social, and cultural environments in which individuals and families live.**
  - X
  - X
  - X
  - A

- **Empirical methodological and statistical procedures relevant in personal finance.**
  - X
  - A
  - A

- **Knowledge and understanding through critically thinking and application of theoretical orientations relevant in personal finance.**
  - X
  - A
  - A

- **Oral and written communication skills appropriate for personal finance research.**
  - X
  - X
  - A
  - A

- **Standards of ethical conduct which adhere to the Code of Ethics and Professional Responsibility developed by the Certified Financial Planner Board of Standards.**
  - X/A

- **Standards of ethical conduct related to personal finance research.**
  - X
  - A
  - A
For each stated student learning outcome, where does the student have the opportunity to learn the outcome (e.g., specific courses, multiple courses, or other program requirements) and where is student achievement of the outcome is assessed (e.g., assignments in courses, evaluation of final thesis, report, dissertation)?

- Place an “X” for courses or experiences in which students have the opportunity to learn the outcome (coursework, other program requirements).
- Place an “A” for courses or experiences in which student performance is used for program level assessment of the outcome. (assignments in courses, evaluation of final thesis, report, dissertation)

C. List of Website where the Program SLOs, Assessment summary and Alignment Matrix will be located:

http://www.he.k-state.edu/fshs/assessment/

III. Assessment Strategies and Review of Assessment Results

Assessment occurs externally by our registration body, Certified Financial Planner Board of Standards (CFP Board), and internally through direct and indirect observations. Below is an overview of the assessment process, including how SLOs are assessed, the timetable for collecting and compiling assessment data, and the process for using assessment results to improve student learning. Following is a table describing the program SLO, the corresponding graduate school SLO, where the observation occurs, and how the observation occurs.

<table>
<thead>
<tr>
<th>University SLOs (Graduate Programs)</th>
<th>Knowledge</th>
<th></th>
<th></th>
<th></th>
<th>Skills</th>
<th></th>
<th></th>
<th>Attitudes and Professional Conduct</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>A</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>Knowledge</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td>A</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>Attitudes and Professional Conduct</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td>A</td>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

For each stated student learning outcome, where does the student have the opportunity to learn the outcome (e.g., specific courses, multiple courses, or other program requirements) and where is student achievement of the outcome is assessed (e.g., assignments in courses, evaluation of final thesis, report, dissertation)?

External Evaluation
The graduate program is registered with the CFP Board, which means an external association is responsible for monitoring our program on a biennial basis. The CFP Board requires that 72 topics be included in the curriculum and that these topics be incorporated as student centered learning objectives. They also require extensive self-evaluation addressing the strengths and weaknesses of the program and how the weaknesses are being addressed. Based on the results of the program assessment, the faculty will meet to discuss changes that need to be made in order increase student learning.

Internal Evaluation
Evaluation occurs at every stage of the doctoral program using direct or indirect measures. Data for each direct observation will be compiled each year and reviewed by the doctoral program faculty during the spring semester. Indirect observations are discussed at every faculty meeting. Based on the results of both direct and indirect assessment, the faculty will discuss plans for making improvements in the program to increase student learning.
Direct Observations: SLOs are measured using standard examinations, reflection papers, preliminary examinations, and the dissertation defense. Some SLOs are measured directly in class through assignments and exams, but most SLOs are measured directly through the preliminary examination and dissertation defense processes.

The preliminary exams are taken when a student completes most of their coursework. An exam review committee comprised of the student’s major professor and two other faculty members review the exams. Students can receive the following outcomes: Pass, Pass with Orals, Pass with Rewrite, Conditional Pass, or Fail. In order to pass, students must receive a score of 3 or above on each of the SLOs identified in the Preliminary Exam Rubric (see below) (Knowledge, Critical Thinking, i.e. Skills; Written Communication; Attitudes of Professional Conduct; and Oral Communication (if applicable). If an exam review committee member scores the exam below a 3 on any one SLO, then the exam committee meets to make the outcome decision. If committee decides on a decision to Pass with Rewrites or a Conditional Pass, the student will have one opportunity to rewrite or retake the exam upon which the committee will decide to Pass or Fail using the same rubric.

The dissertation defense is the final direct observation in the program. The dissertation defense rubric is used to assess the quality of the student’s written dissertation and oral defense. Members of the student’s dissertation committee complete the rubric. Students must receive a score of 3 or higher on all SLOs represented in the rubric to pass. A score below 3 on any one SLO by any given member of the committee will warrant discussion among committee members for about the outcome for the student. Students may be asked to make revisions to the dissertation or an alternate outcome decided by the committee.

Indirect Observations: Indirect measures are employed through faculty observations and student self-reports. Faculty observation is one of the primary ways indirect observation occurs. As a faculty, we observe students’ needs in class to help them understand and grasp material as well as to become active in professional development opportunities. These observations are discussed on a regular basis during faculty meetings held every three weeks. A recurring theme in these meetings is our desire to inspire passion for the profession of financial planning and academics among students.

A second indirect measure implemented is through an individual annual progress review where active doctoral students are required to submit their vita and supporting documentation every spring to the faculty. The faculty provides feedback on students’ progress toward program milestones and address any deficiencies in individual meetings. Students also have the opportunity to share self-reported progress and feedback with the faculty.

The third indirect measure occurs after the completion of coursework and preliminary exams. Students work primarily with their faculty major professors to guide them towards completion of their dissertations.
**ASSESSMENT PLAN**

The plan below (see Table 1) depicts the program SLO that will be assessed, the University SLO the program SLO aligns with, where the SLO will be assessed, how the SLO will be assessed, and the how we will know that a student has met the given SLO. Table 1 is followed by Tables 2 and 3, which are the assessment tools for the dissertation and preliminary examination direct observations.

**Table 1. Assessment Plan**

<table>
<thead>
<tr>
<th>SLO: Students will...</th>
<th>University-wide SLO for Graduate Programs</th>
<th>Course(s)/Procedures Evaluated</th>
<th>Measure</th>
<th>Expected Level of Performance</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLO 1: Demonstrate understanding and the ability to apply the fundamentals of the financial planning processes as the process applies to the behavioral, economic, social, and cultural environments in which individuals and families live.</td>
<td>Knowledge &amp; Skills</td>
<td>Preliminary Examination</td>
<td>Direct Measure: Preliminary Examination Rubric</td>
<td>Students must score a 3 or above on the rubric on both the Knowledge and Critical Thinking sections of the rubric.</td>
</tr>
<tr>
<td>SLO 2: Demonstrate understanding and the ability to apply empirical methodological and statistical procedures relevant in personal finance.</td>
<td>Knowledge &amp; Skills</td>
<td>Preliminary Examination; Dissertation Defense</td>
<td>Direct Measure: Preliminary Examination and Dissertation Rubrics</td>
<td>Students must score a 3 or above on the rubrics on the knowledge and critical thinking sections of the respective rubric.</td>
</tr>
<tr>
<td>SLO 3: Demonstrate understanding and the ability to apply application of theoretical orientations relevant in personal finance.</td>
<td>Knowledge &amp; Skills</td>
<td>Preliminary Examination; Dissertation Defense</td>
<td>Direct Measure: Preliminary Examination and Dissertation Rubrics</td>
<td>Students must score a 3 or above on the rubrics on the knowledge and critical thinking sections of the respective rubric.</td>
</tr>
<tr>
<td>SLO 5: Exhibit awareness of standards of ethical conduct which</td>
<td>Attitudes and Professional Conduct</td>
<td>FSHS 836</td>
<td>Direct Measure: Students complete an examination over the profession’s Code of</td>
<td>It is expected that 70% of students will score 70% on the examination.</td>
</tr>
</tbody>
</table>

Students must score a 3 or above on the rubric on both the Knowledge and Critical Thinking sections of the rubric.
adhere to the *Code of Ethics and Professional Responsibility* developed by the Certified Financial Planner Board of Standards.

<table>
<thead>
<tr>
<th>SLO 6: Exhibit awareness and application of standards of ethical conduct related to personal finance research.</th>
<th>Attitudes and Professional Conduct</th>
<th>FSHS 888; Preliminary Examination; Dissertation Defense</th>
<th>It is expected that students will successfully complete all of the IRB training modules. The modules contain quiz questions that test knowledge. Students will receive a certificate of completion from the Institutional Review Board upon successful completion. Students must receive a 3 or higher on respective rubrics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethics and Responsibilities developed by the CFP Board of Standards.</td>
<td>Direct Measure: 1. Students will successfully complete university IRB-Human Subjects training modules. 2. Preliminary Examination and Dissertation Rubrics</td>
<td>Indirect Measure: 1. Faculty observation 2. Student self-report at individual annual evaluation</td>
<td></td>
</tr>
</tbody>
</table>

It is expected that students will successfully complete all of the IRB training modules. The modules contain quiz questions that test knowledge. Students will receive a certificate of completion from the Institutional Review Board upon successful completion. Students must receive a 3 or higher on respective rubrics.
<table>
<thead>
<tr>
<th>Attribute (SLO)</th>
<th>OUTSTANDING (5)</th>
<th>VERY GOOD (4)</th>
<th>ACCEPTABLE (3)</th>
<th>SOMEWHAT DEFICIENT (2)</th>
<th>VERY DEFICIENT (1)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge</td>
<td>Demonstrates mastery of methodological and theoretical issues.</td>
<td>Demonstrates mastery of methodological OR theoretical issues.</td>
<td>Demonstrates adequate description of research and theory.</td>
<td>Is able to describe research and theory, but lacks clarity in addressing examination question.</td>
<td>Lacks ability to describe relevant research applicable theory. Does not address question.</td>
</tr>
<tr>
<td>Critical Thinking and Research Skills</td>
<td>Demonstrates advanced ability to reach clear and coherent conclusions based on relevant theoretical and empirical literature. Demonstrates outstanding ability to apply research skills.</td>
<td>Demonstrates solid ability to reach clear and coherent conclusions based on relevant theoretical and empirical literature. Demonstrates solid ability to apply research skills.</td>
<td>Demonstrates ability to reach clear and coherent conclusions based on relevant theoretical and empirical literature. Demonstrates ability to apply research skills.</td>
<td>Demonstrates limited ability to reach clear and coherent conclusions based on relevant theoretical and empirical literature. Demonstrates a limited ability to apply research skills.</td>
<td>Lack of evidence to reach clear and coherent conclusions based on relevant theoretical and empirical literature. Demonstrates no ability to apply research skills.</td>
</tr>
<tr>
<td>Written Communication Skills</td>
<td>Reads like an outstanding publication. Very well organized. No typos, grammatical or spelling errors. No revisions or changes needed.</td>
<td>Well written and organized. Easy to read and understand. Few typos, grammatical or spelling errors. Very few changes or corrections needed.</td>
<td>Acceptable writing and mostly organized. Limited typos, grammatical and/or spelling errors. Some changes necessary.</td>
<td>Writing is weak and somewhat unorganized. Many typos, grammatical and/or spelling errors. A number of changes and/or revisions necessary.</td>
<td>Unorganized and requires a professional editor. Sentence structure, language and style are deficient. Major revisions are required.</td>
</tr>
<tr>
<td>Attitudes and Professional Conduct</td>
<td>Demonstrates excellent awareness and engagement of professional integrity and ethical conduct relevant to question.</td>
<td>Demonstrates awareness and engages of professional integrity and engages in ethical conduct relevant to question.</td>
<td>Demonstrates some awareness and engages in professional integrity and ethical conduct relevant to question.</td>
<td>Demonstrates limited understanding and engagement of professional integrity and ethical conduct relevant to question.</td>
<td>Demonstrates lack of ability to understand and engage in professional integrity and ethical conduct relevant to question.</td>
</tr>
<tr>
<td>Oral Communication Skills (if applicable)</td>
<td>Presentation of ideas very well organized and extremely professional. All questions</td>
<td>Professional presentation, well planned and organized. Most questions answered in a</td>
<td>Good presentation skills. Able to answer majority of questions.</td>
<td>Not well organized. Rambled and/or dwelt on unimportant issues. Had</td>
<td>Very poorly organized and/or unprepared. Disjointed presentation</td>
</tr>
</tbody>
</table>

Table 2. Ph.D. PFP Preliminary Examination Assessment Rubric
Table 3. PFP Ph.D. Dissertation Assessment Rubric

<table>
<thead>
<tr>
<th>Attribute (SLO)</th>
<th>OUTSTANDING (5)</th>
<th>VERY GOOD (4)</th>
<th>ACCEPTABLE (3)</th>
<th>SOMEWHAT DEFICIENT (2)</th>
<th>VERY DEFICIENT (1)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Knowledge</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SLO 1, 2, and 3</td>
<td>Original and creative idea. Makes important contributions to field. Demonstrates advanced understanding of topic, emphasis, or profession.</td>
<td>Very original work. Makes at least one contribution to field. Demonstrates solid understanding of topic, emphasis, or profession.</td>
<td>Demonstrated originality. Introduces a new idea. Demonstrates understanding of topic, emphasis, or profession.</td>
<td>Extends prior knowledge to a limited degree. Primary focus is on established information and ideas. Demonstrates limited understanding of topic, emphasis, or profession.</td>
<td>Merely reviews established information and ideas. No new ideas presented. Demonstrates lack of understanding of topic, emphasis, or profession.</td>
</tr>
<tr>
<td><strong>Critical Thinking and Research Skills</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SLO 1, 2, and 3</td>
<td>Demonstrates advanced ability to come clear conclusions and implications based on data, theory and relevant literature. Is able to apply advanced research methods to answer a new question by being able to superiorly interpret, analyze, synthesize and apply information about topic.</td>
<td>Demonstrates solid ability to come clear conclusions and implications based on data, theory and relevant literature. Demonstrates solid ability to apply research methods skills to a new question by being able to interpret, analyze, synthesize and apply information about topic in a basic fashion.</td>
<td>Demonstrates limited ability to come clear conclusions and implications based on data, theory and relevant literature. Exhibits limited potential to apply research skills by being able to interpret, analyze, synthesize and apply information about topic in a basic fashion.</td>
<td>Demonstrates limited ability to come clear conclusions and implications based on data, theory and relevant literature. Exhibits limited potential to apply research skills by being able to interpret, analyze, synthesize and apply information about topic.</td>
<td>Lack of evidence to come clear conclusions and implications based on data, theory and relevant literature. Demonstrates inability to apply research methods by being able to interpret, analyze, synthesize and apply information about topic.</td>
</tr>
<tr>
<td>Written Communication Skills</td>
<td>SLO 4</td>
<td>Reads like an outstanding publication. Very well organized. No typos, grammatical or spelling errors. No revisions or changes needed.</td>
<td>Well written and organized. Easy to read and understand. Few typos, grammatical or spelling errors. Very few changes or corrections needed.</td>
<td>Acceptable writing and mostly organized. Limited typos, grammatical and/or spelling errors. Some changes necessary.</td>
<td>Writing is weak and somewhat unorganized. Many typos, grammatical and/or spelling errors. A number of changes and/or revisions necessary.</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Oral Communication Skills</td>
<td>SLO 4</td>
<td>Presentation of ideas very well organized and extremely professional. All questions answered in a knowledgeable and respectful manner. Visual materials are outstanding.</td>
<td>Professional presentation, well planned and organized. Most questions answered in a knowledgeable and respectful manner. Good visual materials.</td>
<td>Good presentation skills. Able to answer majority of questions. Acceptable visual materials.</td>
<td>Not well organized. Rambled and/or dwelt on unimportant issues. Had difficulty answering questions or showed defensiveness/ lack of respect. Problems with visual materials.</td>
</tr>
<tr>
<td>Attitudes and Professional Conduct</td>
<td>SLO 6</td>
<td>Demonstrates excellent awareness and engagement of professional integrity and ethical conduct. Ethical guidelines were followed and explicitly described.</td>
<td>Demonstrates awareness and engages of professional integrity and engages in ethical conduct. Ethical guidelines were followed and were well described.</td>
<td>Demonstrates some awareness and engages in professional integrity and ethical conduct. Ethical guidelines were followed.</td>
<td>Demonstrates limited understanding and engagement of professional integrity and ethical conduct. Limited ethical conduct and how protocol was followed was vaguely described. Potential issues with plagiarism.</td>
</tr>
</tbody>
</table>
Non-Expedited Curriculum Changes

<table>
<thead>
<tr>
<th>FROM: Master of Accountancy (M.ACC)</th>
<th>TO: Master of Accountancy (M.ACC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The M.ACC curriculum is a 30-credit-hour program of study offered through the Accounting graduate program that may be completed in two regular semesters and a summer term or in three semesters. Students without prior or complete business and accounting training must acquire basic competency in the following business core foundation areas: accounting, statistics, management information systems, economics, finance, marketing, and management. These competencies may be acquired through specified business core foundation course work. The specific number of business core foundation courses required depends on the applicant’s prior academic work. The basic competency course work may be taken after admission to the MAcc program, but certain business core foundation courses must be completed prior to taking MAcc courses that are in the same subject or that otherwise require a knowledge of the business core foundation material.</td>
<td>The M.ACC curriculum is a 30-credit-hour program of study offered through the Accounting graduate program that may be completed in two regular semesters and a summer term or in three semesters. Students without prior or complete business and accounting training must acquire basic competency in the following business core foundation areas: accounting, statistics, management information systems, economics, finance, marketing, and management. These competencies may be acquired through specified business core foundation course work. The specific number of business core foundation courses required depends on the applicant’s prior academic work. The basic competency course work may be taken after admission to the MAcc program, but certain business core foundation courses must be completed prior to taking MAcc courses that are in the same subject or that otherwise require a knowledge of the business core foundation material.</td>
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<td>The objective of the master of accountancy program is to provide candidates with a greater breadth and depth in accounting than is possible in the baccalaureate or master of business administration program in preparation for careers as professional accountants in financial institutions, government, industry, nonprofit organizations, and public practice. For complete application information, see the College of Business Administration website.</td>
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</tr>
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</table>

### Requirements

The following courses are required of all MAcc students. The typical semester offerings are noted, but are always subject to change based on instructor availability. Please consult the College of Business Administration website for complete application information.

### Requirements

All MAcc students are expected to make themselves aware of and conform to the academic policies of the Graduate School as described in the Graduate Handbook and the
The line schedule for current offerings.

All MAcc students are expected to make themselves aware of and conform to the academic policies of the Graduate School as described in the Graduate Handbook and the Graduate Catalog. In addition to an overall 3.0 GPA required by the graduate school, Master of Accountancy students must maintain a 3.0 GPA in graduate accounting course. In addition to completing the business foundation, each candidate must complete the following 30-hour program. If you need to complete the entire business foundation, you will be required to complete the Bachelor’s degree in Accounting first.

**Required Courses**

- ACCTG 731 - Advanced Financial Reporting
  Credits: (3)
- ACCTG 833 - Corporate Taxation
  Credits: (3)
- ACCTG 834 - Partnership Taxation
  Credits: (3)
- ACCTG 835 - Advanced Management
  Accounting Credits: (3)
- ACCTG 844 - Design of Accounting and
  Business Information Processes
  Credits: (3)
- ACCTG 845 - International Accounting
  Credits: (3)
- ACCTG 884 - Enterprise Information Systems
  Assurance Credits: (3)

**Accounting Electives (12 credit hours)**

You may select your accounting electives based on one of the following four accounting specialty areas: (1) Financial Accounting and Auditing, (2) Management Accounting/Controllership, (3) Taxation or (4) Enterprise Information Systems. But a specialty area is not required.

- ACCTG 832 – Advanced Auditing
  Credits: (3)
- ACCTG 833 – Corporate Taxation
  Credits: (3)
- ACCTG 834 – Partnership Taxation
  Credits: (3)
- ACCTG 835 – Advanced Management
  Accounting Credits: (3)
- ACCTG 844 – Design of Accounting and
  Business Information Processes
  Credits: (3)
- ACCTG 845 – International Accounting
  Credits: (3)
- ACCTG 884 – Enterprise Information Systems
  Assurance Credits: (3)

**Other Electives (12 credit hours)**

Students may select courses based on the following criteria.

- Any accounting course at the 800 level not taken as an accounting elective.
- Other business or non-business courses at the 600 level or above approved by the student’s supervisory committee.

**Culminating experience**

All students must complete one of the
Business Electives (6 credit hours)

These courses may be selected from non-accounting courses numbered 800 or above within the College of Business Administration. There are 12 current available electives from which to choose.

Non-Business Electives (6 credit hours)

These courses may be selected from courses numbered 500 or above outside the College of Business Administration.

Following four activities as an integrative/culminating experience as part of the Master of Accountancy program. The experience must be completed after admission to the program, or after commencement of graduate coursework, whichever is earlier.

- An approved study abroad experience of at least 7 days (for or not for credit)
- An approved internship consisting of at least four weeks of full-time work (for or not for credit)
- A course such as GENBA 890 involving a semester-long hands-on project.
- A written comprehensive exam

Consult with your Master of Accountancy advisor prior to commencing any integrative/culminating activity for pre-approval.

RATIONALE: These changes allow this program to better meet the needs of students. Master of accountancy programs have become more accounting-focused, and less broad, thus these changes help our students take more technical courses to be more competitive with their peers.

IMPACT: None

EFFECTIVE TERM: Fall 2015

FROM: Apparel and Textiles (M.S.)

The Department of Apparel, Textiles, and Interior Design offers graduate resident programs in Apparel and Textiles that focus on design, product development, and marketing of apparel and textile products. Individualized programs of study, capitalizing on the interests and disciplinary backgrounds of students and faculty, are developed to build the theoretical, technical, and methodological skills necessary to solve human ecological problems involving apparel and textiles. The M.S. degree in Apparel and Textiles prepares students for professional careers within industry, for college instructor positions, and as preparatory work for a Ph.D.

TO: Apparel and Textiles (M.S.)

The Department of Apparel, Textiles, and Interior Design offers graduate resident programs in Apparel and Textiles that focus on the design and marketing of apparel and textile products. Individualized programs of study, capitalizing on the interests and disciplinary backgrounds of students and faculty, are developed to build the theoretical, technical, and methodological skills necessary to solve human ecological problems involving apparel and textiles. The M.S. degree in Apparel and Textiles prepares students for professional careers within industry, for college instructor positions, and as preparatory work for a Ph.D.
work for a Ph.D. degree. Students select from the program options presented when planning his/her program of study.

Design Emphasis – Design Project Report Option
The emphasis in Design focuses on the design process to research, design, develop, and evaluate apparel and textiles using both creative and technical methods. The Design Project Report and related exhibition provides the M.S. student an opportunity for advanced creative design of apparel and/or textiles that demonstrates the student’s synthesis of a defined problem or context that results in a written report and a body of original works for University exhibition and submission for juried review. The Design Project Report requires 30 credit hours, of which 2 credit hours are AT 896 Design Project Report and 4 credit hours are AT 897 Design Project Exhibit, and a defense of the report and exhibit.

Required Courses (12 hours)
- AT 780 – Textile Surface Design, Credits: (3)
- AT 805 – Research in Design, Credits: (3)
- AT 896 – Design Project Report, Credits: (1-2)
- AT 897 – Design Project Exhibit, Credits: (1-6)

Research Methods (6 hours)
One research methods course is required. Options include:
- AT 850 – Research Methods in Apparel and Textiles, Credits: (3)
- EDCEP 816 – Research Methods in Education, Credits: (3)
- FSHS 888 – Research Methods in FSHS I, Credits: (3)

One additional research course is required. Dependent upon the nature of the design project analysis, students select either one quantitative statistics or one qualitative methods course.

Required Courses:
- AT 600 – Global Apparel and Textile Supply Chain Management, Credits: (3)
- AT 700 – Foundations of Sustainability in Apparel and Textiles, Credits: (3)
- AT 780 – Textile Surface Design, Credits: (3)
- AT 830 – Fashion Behavior and Sustainability, Credits: (3)
- AT 850 – Research Methods in Apparel and Textiles, Credits: (3)
- AT 880 – Textile Sustainability, Credits: (3)

One additional research course is required. Students may select either one quantitative statistics or one qualitative methods course.
Quantitative course options:
EDCEP 817 – Statistical Methods in Education, Credits: (3)
FSHS 806 – Statistical Methods in Family Studies and Human Services I, Credits: (3)
PSYCH 802 – Quantitative Methods in Psychology, Credits: (3)
SOCIO 825 – Quantitative Methods, Credits: (3)
STAT 703 – Introduction to Statistical Methods for the Sciences, Credits: (3)

Qualitative course options:
EDLEA 838 – Qualitative Research in Education, Credits: (3)
FSHS 902 – Qualitative Research Methods in FSHS, Credits: (3)
HN 841 – Consumer Response Evaluation, Credits: (3)
SOCIO 824 – Qualitative Methodology, Credits: (3)

Students are also required to complete a Thesis or Design Project Report Option. Students selecting the Thesis option are required to complete 6 hours of AT 899 Thesis Research and an oral defense of the thesis.

AT 899 – Master’s Thesis Research in Apparel and Textiles, Credits: (Var.)

The Design Project Report and related exhibition provides the M.S. student an opportunity for advanced creative design of apparel and/or textiles that demonstrates the student’s synthesis of a defined problem or context that results in a written report and a body of original works for University exhibition and submission for juried review. Students selecting this option are required to fulfill 2 credit hours of AT 896 Design Project Report and 4 credit hours of AT 897 Design Project Exhibit, and a defense of the report and exhibit.

AT 896 – Design Project Report, Credits: (1-2)
AT 897 – Design Project Exhibit, Credits: (1-6)
Remaining Courses
Recommended Additional Courses (select courses to fulfill 30 hour requirement)

Students consult with their major professor and supervisory committee to select courses that support their program objectives. Other courses may be selected in place of the recommended courses.

AT 610 – Computer-Aided Design of Apparel, Credits: (3)
AT 655 – Apparel Pattern Development I, Credits: (3)
AT 670 – Apparel Pre-Production Processes, Credits: (3)
AT 695 – Apparel Pattern Development II, Credits: (3)
AT 830 – Fashion Theory, Credits: (3)
AT 835 – Strategic Economic Analysis of Apparel and Textile Industries, Credits: (3)
AT 840 – Apparel and Textile Product Development, Credits: (3)
AT 845 – Consumers in the Apparel and Textile Market, Credits: (3)
AT 880 – Physical Analysis of Textiles, Credits: (3)
THTR 711 – Topics in Technical Theatre, Credits: (3)

Design Emphasis — Thesis Option
The Design emphasis thesis option requires 30 credit hours, of which 6 credit hours are AT 899 Thesis Research, and an oral defense. Students follow the course requirements above, but replace the report and exhibit hours with thesis research hours.

Product Development Emphasis — Thesis Option
The emphasis in Product Development includes the research, design, engineering, evaluation, management, and marketing of innovative apparel and textile products for specialty markets, such as but not limited to medical, sports, military, agricultural, therapeutic, and protective. The Thesis option requires 30 credit hours, of which 6 hours are
AT 899 Thesis Research, and an oral defense of the thesis.

Required Courses (18 credit hours)
AT 835—Strategic Economic Analysis of Apparel and Textile Industries, Credits: (3)
AT 840—Apparel and Textile Product Development, Credits: (3)
AT 845—Consumers in the Apparel and Textile Market, Credits: (3)
AT 880—Physical Analysis of Textiles, Credits: (3)
AT 899—Master’s Thesis Research in Apparel and Textiles, Credits: (Var.)

Research Methods and Statistics (6 credit hours)
One research methods course is required. Options include:
AT 850—Research Methods in Apparel and Textiles, Credits: (3)
EDCEP 816—Research Methods in Education, Credits: (3)
FSHS 888—Research Methods in FSHS I, Credits: (3)

One statistics course is required. Options include:
EDCEP 817—Statistical Methods in Education, Credits: (3)
FSHS 806—Statistical Methods in Family Studies and Human Services I, Credits: (3)
PSYCH 802—Quantitative Methods in Psychology, Credits: (3)
SOCIO 825—Quantitative Methods, Credits: (3)
STAT 703—Introduction to Statistical Methods for the Sciences, Credits: (3)

Recommended Additional Coursework (select courses to fulfill 30-hour requirement)
Students consult with their major professor and supervisory committee to select courses that support their program objectives. Other courses, including those in other disciplines such as Management, Marketing, and Finance, may be selected in place of the recommended
courses.
AT 655—Apparel Pattern Development I,
Credits: (3)
AT 670—Apparel Pre-Production Processes,
Credits: (3)
AT 725—Theory and Practice of
Apparel/Textile Marketing and Distribution,
Credits: (3)

Marketing Emphasis—Thesis Option
The Marketing emphasis focuses on relevant
theories and practices used to satisfy the
apparel and textile consumer. Students utilize
enhanced knowledge of the consumer to build
a deeper understanding of marketing processes
necessary for success in the highly competitive
apparel and textile marketplace. The Thesis
option requires 30 credits hours, of which 6
hours are AT 899 Thesis Research, and an oral
defense of the thesis.

Required Courses (15 hours)
AT 725—Theory and Practice of
Apparel/Textile Marketing and Distribution,
Credits: (3)
AT 835—Strategic Economic Analysis of
Apparel and Textile Industries, Credits: (3)
AT 845—Consumers in the Apparel and
Textile Market, Credits: (3)
AT 899—Master’s Thesis Research in Apparel
and Textiles, Credits: (Var.)

Research Methods and Statistics (6 credit
hours)
One research methods course is required.
Options include
AT 850—Research Methods in Apparel and
Textiles, Credits: (3)
EDCEP 816—Research Methods in Education,
Credits: (3)
FSHS 888—Research Methods in FSHS I,
Credits: (3)

One statistics course is required. Options
include:
EDCEP 817—Statistical Methods in
<table>
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<tr>
<th>Course Code</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>FSHS 806</td>
<td>Statistical Methods in Family Studies and Human Services I</td>
<td>(3)</td>
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<td>PSYCH 802</td>
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<td>STAT 703</td>
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<td>(3)</td>
</tr>
</tbody>
</table>

**Recommended Additional Coursework (select courses to fulfill 30 hour requirement)**  
Students consult with their major professor and supervisory committee to select courses that support their program objectives. Other courses, including those in other disciplines such as Marketing, Sociology, and Management, may be selected in place of the recommended courses.

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<thead>
<tr>
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<tbody>
<tr>
<td>AT 830</td>
<td>Fashion Theory</td>
<td>(3)</td>
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<tr>
<td>AT 840</td>
<td>Apparel and Textile Product Development</td>
<td>(3)</td>
</tr>
<tr>
<td>AT 880</td>
<td>Physical Analysis of Textiles</td>
<td>(3)</td>
</tr>
</tbody>
</table>

**Coursework Option**  
Students are expected to complete the Thesis or the Design Project Report option. There is also the Coursework only option, but this option is held for extenuating circumstances and must be approved by the ATID graduate faculty after review of a written petition submitted by the student. The written petition shall outline the extenuating circumstances and be submitted to the graduate program director for review by the graduate faculty.

The coursework option requires 33 credits hours of course work and a comprehensive written examination. An oral defense may be scheduled if deemed necessary by the major professor committee members. Required courses include: Research methods (3 cr.), Statistics (3 cr.), and 12 credit hours in Apparel and Textiles graduate level coursework. Students are to consult with their major professor and supervisory committee to select courses beyond the requirements.

Students are expected to complete the Thesis or the Design Project Report option. There is also the Coursework only option, but this option is held for extenuating circumstances and must be approved by the ATID graduate faculty after review of a written petition submitted by the student. The written petition shall outline the extenuating circumstances and be submitted to the graduate program director for review by the graduate faculty.

The coursework option requires 33 credit hours of course work and a comprehensive written examination. An oral defense may be scheduled if deemed necessary by the major professor or committee members. Required courses include: Research Methods (3 cr.), Statistics (3 cr.), and 12 credit hours in Apparel and Textiles graduate level coursework. Students are to consult with their major professor and supervisory committee to select courses beyond the requirements.
RATIONALE: To reflect recent revisions in course offerings in the AT graduate curriculum and program emphasis areas of globalization and sustainability.

IMPACT: None

EFFECTIVE TERM: Fall 2015

FROM:

Apparel and Textiles (Ph.D.)

The department participates in the Ph.D. degree program awarded from the College of Human Ecology with a specialization in Apparel, Textiles, and Interior Design. The degree is designed to enable students to combine knowledge of apparel and textiles with an understanding of its application to a broader human perspective. The Ph.D. requires a minimum of 90 semester credit hours beyond the bachelor’s degree – including 60 hours of course work and 30 hours of dissertation research. A master’s degree is required and up to 30 hours from the student’s Master’s degree may be applied toward the course work requirement. A program of study will be individually planned to capitalize on the interests, goals, and disciplinary backgrounds of the student and faculty. A preliminary written examination and oral defense are required upon completing two-thirds of the program of study. A dissertation and oral defense of the dissertation are required.

Ph.D. Requirements

Required Courses:
AT 835 – Strategic Economic Analysis of Apparel and Textile Industries, Credits: (3)
AT 845 – Consumers in the Apparel and Textile Market, Credits: (3)
AT 990 – Dissertation Proposal Seminar, Credits: (1)
AT 995 – Grantsmanship and Publication, Credits: (3)

TO:

Apparel and Textiles (Ph.D.)

The department participates in the Ph.D. degree program awarded from the College of Human Ecology with a specialization in Apparel, Textiles, and Interior Design. The degree is designed to enable students to combine knowledge of apparel and textiles with an understanding of its application to a broader human perspective. The Ph.D. requires a minimum of 90 semester credit hours beyond the bachelor’s degree – including 60 hours of course work and 30 hours of dissertation research. A master’s degree is required and up to 30 hours from the student’s Master’s degree may be applied toward the course work requirement. A program of study will be individually planned to capitalize on the interests, goals, and disciplinary backgrounds of the student and faculty. A preliminary written examination and oral defense are required upon completing two-thirds of the program of study. A dissertation and oral defense of the dissertation are required.

Ph.D. Requirements

Required Courses:
AT 600 – Global Apparel and Textile Supply Chain Management, Credits: (3)
AT 700 – Foundations of Sustainability in Apparel and Textiles, Credits: (3)
AT 780 – Textile Surface Design, Credits: (3)
AT 830 – Fashion Behavior and Sustainability, Credits: (3)
AT 850 – Research Methods in Apparel and Textiles, Credits: (3)
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<td>AT 999</td>
<td>Dissertation Research in Apparel and Textiles</td>
<td>(Var.)</td>
</tr>
<tr>
<td>EDCI 943</td>
<td>Principles of College Teaching</td>
<td>(3)</td>
</tr>
<tr>
<td>AT 880</td>
<td>Textile Sustainability</td>
<td>(3)</td>
</tr>
<tr>
<td>AT 900</td>
<td>Dissertation Proposal Seminar</td>
<td>(1)</td>
</tr>
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<td>(3)</td>
</tr>
</tbody>
</table>

At least two additional AT courses (6 credits) at the 800 level or above, not including independent courses, are required.

One research methods course is required. Options include:

- AT 850 — Research Methods in Apparel and Textiles, Credits: (3)
- EDCEP 816 — Research Methods in Education, Credits: (3)
- FSHS 888 — Research Methods in FSHS I, Credits: (3)

A minimum of 6 hours of graduate level statistics are required. Options include:

- Educational Counseling
  - EDCEP 817 — Statistical Methods in Education, Credits: (3)
  - EDCEP 819 — Survey Research, Credits: (3)
  - EDCEP 917 — Experimental Design in Educational Research, Credits: (3)
- Family Studies and Human Services
  - FSHS 806 — Statistical Methods in Family Studies and Human Services I, Credits: (3)
  - FSHS 906 — Statistical Methods in Family Studies and Human Services II, Credits: (3)
- Psychology
  - PSYCH 802 — Quantitative Methods in Psychology, Credits: (3)
  - PSYCH 805 — Experimental Design in Psychology, Credits: (3)
- Sociology
  - SOCIIO 825 — Quantitative Methods, Credits: (3)
  - SOCIIO 925 — Specialized Approaches to Sociological Research, Credits: (3)

A minimum of 6 hours of graduate level statistics are required. Options include:

- Educational Counseling
  - EDCEP 817 — Statistical Methods in Education, Credits: (3)
  - EDCEP 819 — Survey Research, Credits: (3)
  - EDCEP 917 — Experimental Design in Educational Research, Credits: (3)
- Family Studies and Human Services
  - FSHS 806 — Statistical Methods in Family Studies and Human Services I, Credits: (3)
  - FSHS 906 — Statistical Methods in Family Studies and Human Services II, Credits: (3)
- Psychology
  - PSYCH 802 — Quantitative Methods in Psychology, Credits: (3)
  - PSYCH 805 — Experimental Design in Psychology, Credits: (3)
- Sociology
  - SOCIIO 825 — Quantitative Methods, Credits: (3)
  - SOCIIO 925 — Specialized Approaches to Sociological Research, Credits: (3)
Statistics
STAT 703 – Introduction to Statistical Methods for the Sciences, Credits: (3)
STAT 705 – Regression and Analysis of Variance, Credits: (3)

Qualitative course options
Students interested in qualitative research will enroll in a minimum of 3 credit hours of qualitative methods. These hours are in addition to the required 3 hours of research methods and 6 hours of statistics. Course options include:
EDLEA 838 – Qualitative Research in Education, Credits: (3)
FSHS 902 – Qualitative Research Methods in FSHS, Credits: (3)
HN 841 – Consumer Response Evaluation, Credits: (3)
SOCIO 824 – Qualitative Methodology, Credits: (3)

Remaining Courses
Students consult with their major professor and supervisory committee to select courses that support their program objectives and fulfill the total hour requirement.

Recommended Additional Coursework:
AT 610 – Computer-Aided Design of Apparel, Credits: (3)
AT 625 – Apparel and Textile Business Strategy, Credits: (3)
AT 655 – Apparel Pattern Development I, Credits: (3)
AT 670 – Apparel Pre-Production Processes, Credits: (3)
AT 695 – Apparel Pattern Development II, Credits: (3)
AT 825 – Strategic Merchandising, Credits: (3)
AT 835 – Strategic Economic Analysis of Apparel and Textile Industries, Credits: (3)

Substitute Course Policy for Research Methods and Statistics
Ph.D. students in Apparel and Textiles may not

Statistics
STAT 703 – Introduction to Statistical Methods for the Sciences, Credits: (3)
STAT 705 – Regression and Analysis of Variance, Credits: (3)

Qualitative course options
Students interested in qualitative research will enroll in a minimum of 3 credit hours of qualitative methods. These hours are in addition to the required 3 hours of research methods and 6 hours of statistics. Course options include:
EDLEA 838 – Qualitative Research in Education, Credits: (3)
FSHS 902 – Qualitative Research Methods in FSHS, Credits: (3)
HN 841 – Consumer Response Evaluation, Credits: (3)
SOCIO 824 – Qualitative Methodology, Credits: (3)

Remaining Courses
Students consult with their major professor and supervisory committee to select courses that support their program objectives and fulfill the total hour requirement.

Recommended Additional Coursework:
AT 610 – Computer-Aided Design of Apparel, Credits: (3)
AT 625 – Apparel and Textile Business Strategy, Credits: (3)
AT 655 – Apparel Pattern Development I, Credits: (3)
AT 670 – Apparel Pre-Production Processes, Credits: (3)
AT 695 – Apparel Pattern Development II, Credits: (3)
AT 825 – Strategic Merchandising, Credits: (3)
AT 835 – Strategic Economic Analysis of Apparel and Textile Industries, Credits: (3)

Substitute Course Policy for Research Methods and Statistics
Ph.D. students in Apparel and Textiles may not
substitute a research methods course taken as part of a master’s degree. Ph.D. students may substitute up to 3 credit hours of statistics from the master’s degree.

**RATIONALE:** To reflect recent revisions in course offerings in the AT graduate curriculum and program emphasis areas of globalization and sustainability.

**IMPACT:** None

**EFFECTIVE TERM:** Fall 2015
Management of Animal Health Related Organizations Graduate Certificate

The Graduate Certificate in the Management of Animal Health Related Organizations (GCMAHRO) program provides an opportunity for individuals to gain business skills and advanced business knowledge about management without having to participate in a full time, two-year MBA program. Students will learn how to use applied skills and attain an understanding of the basic functional areas of business and how each contributes to an effective business organization in the context of the animal health industry. The purpose of the certificate is to improve the effectiveness of companies in the animal health industry by educating employees and preparing them to take on more responsibilities and expand their career opportunities. The lead course will focus on the managerial challenges and dynamics of the animal health industry. This will be followed by business functional area courses that draw on examples from a range of industries. The certificate program will end with a detailed project that is based on a practical need in the employing organization. Students will propose strategic business strategies that will result in improved effectiveness for their company and make a formal presentation to their sponsoring organization.

Required Foundation Course:

MANGT 870 - Managing Animal Health Organizations Credits: (3)

Required Capstone Course:

GENBA 890 - Business Capstone Credits: (3)

Business Tools Elective Courses (Select three courses from these five online courses):

FINAN 815 - Corporate Finance Credits: (3)
ACCTG 810 - Foundations of Accounting and Finance Credits: (3)

MKTG 810 - Marketing Concepts and Research Credits: (3)
MANGT 810 - Operations and Supply Chain Management Credits: (3)
MANGT 820 - Behavioral Management Theory Credits: (3)

RATIONALE: The certificate is not being utilized by students and therefore is being discontinued.

IMPACT: None

EFFECTIVE TERM: Fall 2015
Food Science Graduate Certificate

Course Work
Twenty credit hours of the Certificate Program are required. Additional hours may be selected from the course offerings found in the Graduate Catalogue. Up to 6 credit hours of transfer graduate credit directly relating to food science can be applied toward the Graduate Certificate.

Required Courses:
- FDSCI 501 - Food Chemistry Credits: (3)
- FDSCI 815 - Advanced Food Chemistry Credits: (3)
- FDSCI 690 - Principles of HACCP Credits: (2)
- FDSCI 727 - Chemical Methods of Food Analysis Credits: (2)
- FDSCI 728 - Physical Methods of Food Analysis Credits: (2)
- HN 701 - Sensory Analysis Credits: (3)
- STAT 703 - Introduction to Statistical Methods for the Sciences Credits: (3)

Notes: Depending on the background of the students a higher numbered course e.g. FDSCI 815 Advanced Food Chemistry may be substituted for FDSCI 501. Other graduate courses from the food science graduate course list may be substituted with the approval of the student’s advisor and the Coordinator of the Food Science Graduate Program.

Distance Education Course Work
Fifteen credit hours of the Certified Program are required. Elective courses listed below are taught by distance and can be taken to satisfy the balance of the 20 hours requirement. Up to 6 credit hours of transfer graduate credit directly relating to food science can be applied toward the Graduate Certificate.

Required Courses:
- FDSCI 501 - Food Chemistry Credits: (3)
- FDSCI 815 - Advanced Food Chemistry Credits: (3)
- FDSCI 690 - Principles of HACCP Credits: (2)
- FDSCI 725 - Food Analysis Credits: (3)
- HN 701 - Sensory Analysis Credits: (3)
- STAT 703 - Introduction to Statistical Methods for the Sciences Credits: (3)

Elective Courses:
- ASI 640 - Poultry Products Technology Credits: (3)
- ASI 671 - Meat Selection and Utilization Credits: (2)
- CHE 715 - Biochemical Engineering Credits: (3)
FDSCI 630 - Food Science Problems Credits: (Var.)
FDSCI 695 - Quality Assurance of Food Products Credits: (3)
FDSCI 713 - Rapid Methods and Automation in Microbiology Credits: (2)
GRSC 602 - Cereal Science Credits: (3)
HN 600 - Public Health Nutrition Credits: (3)
STAT 704 - Analysis of Variance Credits: (2)
STAT 705 - Regression and Correlation Analyses Credits: (2)

**RATIONALE:** The Food Science Graduate Coordinating Committee has unanimously voted to recommend that the food science faculty vote to discontinue the Food Science Graduate Certificate. The certificate was approved in 2001 to provide an option for distance graduate students to receive some type of certification of further education. At the time we did not have the distance MS program option. Since then only several graduate students have pursued the certificate as we now have several masters degree options and these are more desirable and have value in regards to promotions and salary increases in food companies. We can safely discontinue this certificate without any adverse effect on students in our campus or distance program.

**IMPACT:** None

**EFFECTIVE DATE:** Fall 2015