

CFC Meeting Agenda  
Monday, February 12, 3 p.m.  
Vogel

Adebanke Adebayo  
John Burns  
Erica Jackson  
Bill Fiander  
Sam Finch  
Karen Garrison  
Andrew Herbig

Gary Hu  
Kelly Huff  
Lindsey Ibañez  
Tucker Jones  
Joseph Kendall-Morwick  
Louise Krug  
Wonjae Lee

Sam Leung  
Bruce Mactavish  
Alex Myers  
Michael O'Brien  
Ian Smith  
Lucy Tan  
Brian Thomas

I. Call to Order

II. Approval of CFC Minutes from January 29, 2023

III. Accept Division Reports

A. MMKN—November 29, 2023

IV. Accept Committee Reports

A. Curriculum Committee—January 22, 2024

V. Old Business—None

VI. New Business

A. Curricular Changes

1. Program Change Proposals

- a. Communication Studies Minor
- b. Bachelor of Arts in Mathematics
- c. Bachelor of Science in Mathematics
- d. Bachelor of Education in Mathematics Secondary Education Advanced Mathematics 6–12
- e. Bachelor of Arts in Physics

VII. Discussion

- A. General Education Updates
- B. Interdisciplinary Minors/Certificates
- C. Bachelor of General Studies Degree
- D. Summer Professional Development Grant Application and Evaluation Rubric

VIII. Concerns/Questions from CFC Members

IX. Announcements

- A. Feb. 15: Quey Percussion Duo, 7:30-8:30 p.m., Garvey Rm 143
- B. Feb. 15: Historical Film Night, 7 p.m., *Rustin* (2023), Henderson 112
- C. Feb. 18: Dr. Von Hansen Faculty Percussion Concert, 3-4 p.m., White Concert Hall
- D. Feb. 21: Washburn Choral Concert, 7:30 p.m., Grace Cathedral

- E. Feb. 22: Chris Rhoads Retirement Party, 11 a.m.–2p.m., Morgan 209
- F. Feb. 23-24, March 1-3: *Brothers of the Dust* play 7:30 p.m. (2 p.m. March 3)
- G. Feb. 29, 4:30 p.m., Voices of the Community Poetry Workshop with Annette Billings, , Union Underground
- H. March 1: Deadline to apply to teach TX 200 and TX 301 in Fall 2024
- I. March 5: CAS Faculty Meeting, 3 p.m. social; 3:30 p.m. meeting starts
- J. March 5: Thomas King Lecture in Religious Studies, 7 p.m., Washburn A/B
- K. March 6, 4:30 p.m., Community in Action Painting Workshop, Garvey rooms 16 and 18
- L. March 7: Community & Belonging: A Conversation with Poet Nikki Giovanni ,6-7 p.m., Memorial Union, Ballroom

The 2024 WUmester topic is *Community and Belonging*. Please consider how you can incorporate the WUmester topic into your spring courses.

Add the CAS calendar to your Outlook view by choosing casmonthly. If you have any problems gaining access, email our Office 365 administrator at [casey.matthews@washburn.edu](mailto:casey.matthews@washburn.edu).

X. Adjourn

CFC Meeting Minutes  
Monday, January 29, 2024, 3 p.m. Vogel

Adebanke Adebayo  
John Burns  
Sam Finch  
Andrew Herbig  
Gary Hu

Kelly Huff  
Tucker Jones  
Wonjae Lee  
Alex Myers  
Michael O'Brien

Ian Smith  
Lucy Tan  
Dana King  
Kelly Erby

- I. Call to Order (3:06pm)
- II. Approval of CFC Minutes from December 11, 2023
  - a. *Motion and Seconded*
  - b. *No Discussion*
  - c. *Approved unanimously*
- III. Accept Division Reports—None
- IV. Accept Committee Reports—None
- V. Old Business
  - a. Changes to Third-Year Review Faculty Review Form
    - i. *Motion to approve proposed changes*
    - ii. *Seconded*
    - iii. *Brief discussion on when this form would be used. Dean Erby is planning on implementing these proposed changes during the current semester.*
    - iv. *Approved Unanimously*
- VI. New Business
  - a. Curricular Changes
    - i. New Program Proposals
      1. Graduate Certificate in Communication and Leadership
        - a. *A brief overview on these proposed changes was provided by Adebanke.*
        - b. *Motion to approve proposed changes.*
        - c. *Seconded*
        - d. *Brief discussion on how this would be the only CAS graduate certificate at this time. However, this certificate would be consistent with the undergraduate certificates that are currently offered in other schools.*
        - e. *Approved unanimously*
      2. Mathematics Secondary Education: Core Mathematics 6-12
        - a. *A brief overview on these proposed changes was provided by John. This proposed change would prepare someone to teach core mathematics. At the next CFC meeting, we will review the proposed changes for advanced mathematics. These changes were approved without issue.*
        - b. *Motion to approve the proposed changes.*
        - c. *Seconded.*
        - d. *No discussion*
        - e. *Approved unanimously*

- ii. Program Change Proposals
  - 1. Biology Minor
    - a. *A brief overview on the proposed changes to the Biology Minor was provided by Andrew.*
    - b. *Motion to Approve*
    - c. *Seconded*
    - d. *No discussion*
    - e. *Approved Unanimously*
  - 2. Bachelor of Arts in Environmental Biology
  - 3. Bachelor of Science in Environmental Biology
  - 4. Bachelor of Science Forensic Biology
  - 5. Bachelor of Science Molecular Biology and Biotechnology
    - a. *A brief overview on each of the proposed changes in Biology (items 2-5) was provided by Andrew.*
    - b. *Motion to Approve all of the proposed changes to the Bachelor degrees in Biology*
    - c. *Seconded*
    - d. *No Discussion*
    - e. *Approved Unanimously*
  - 6. Bachelor of Arts in Communication
    - a. *A brief overview on the proposed change was provided by Adebanke.*
    - b. *Motion to approve the proposed changes*
    - c. *Seconded*
    - d. *No discussion*
    - e. *Approved Unanimously*
  - 7. Associate of Science Engineering-Physics
    - a. *A brief overview on the proposed change was provided by John.*
    - b. *Motion to approve proposed changes*
    - c. *Seconded*
    - d. *No discussion*
    - e. *Approved unanimously*

VII. Discussion

- a. Interdisciplinary Minors/Certificates—see email attachment that accompanied agenda
  - i. *Dean Erby provided an overview of some of the potential upcoming proposals for interdisciplinary minors/certificates. The CFC will see these changes soon. In the meantime, Dean Erby requests that CFC members help to facilitate conversations in their home departments regarding these potential changes.*
- b. Bachelor of General Studies Degree
  - i. *The college is putting forth a proposal on implementing a new degree. Incoming, direct from high-school students would not be eligible for this program. Instead, this program is intended for transfer students who have completed at least 45 credits at another institution, or for students who left*

- their programs, but have decided to come back. This is intended to provide students an option to help them finish their degrees.*
- ii. *Dean Erby invited feedback on this proposed program as it is currently written. Feedback from CFC members included:*
    - 1. *This program offers a truly integrative studies degree program!*
    - 2. *The proposed program is NOT the same as BIS. However, the proposed program change will help to improve the original goals of the BIS program.*
    - 3. *It seems likely that this program will help individual departments.*
  - iii. *This program will not require a major, but students will still need 120 credits, completion of gen eds, as well as many of the other credit requirements that are currently in place for other programs. However, this program will not have the minimum credit requirements for CAS.*
  - iv. *CFCCC will review and potentially vote on this change on Feb. 19<sup>th</sup>*
- c. **Catalog Language for Exceptions to CAS 99-credit Hour Rule**
- i. *Dean Erby provided some background information on the 99-credit hour rule.*
  - ii. *CAS would like to include information in the catalog that walks students (but more likely academic advisors) through how to request a waiver to this rule.*
  - iii. *It was recommended to provide specific information regarding the LEAP program.*
  - iv. *It was also recommended that department chairs should know when the dean is asked to make an exception. Dr. Erby suggested including the language, "Department chairs should make such requests to the dean of the college."*

#### VIII. Concerns/Questions from CFC Members

- a. *A question was raised regarding "standard meeting times" for course schedules. People have been scheduling class at non-standard meeting times, and this has been impacting other class schedules. To prevent this, the standard meeting times in banner have been updated. Exceptions to these meeting times are allowed when there is good rationale.*
- b. *Faculty expressed concern about the difficulty finding PINs with the new software revision. They also requested that student PINs be made available earlier so there is a larger advising window.*

#### IX. Announcements

- a. Jan. 29: Kansas Day Speaker, 7 p.m., Shawnee Room
- b. Feb. 7: CAS Faculty Meeting, 3 p.m. social; 3:30 p.m. meeting starts
- c. Feb. 8: Black History Month Banquet, 6-8 p.m., Washburn A/B
- d. Feb. 23-24, March 1-3: Brothers of the Dust play 7:30 p.m. (2 p.m. March 3)
- e. March 5: CAS Faculty Meeting, 3 p.m. social; 3:30 p.m. meeting starts
- f. March 5: Thomas King Lecture in Religious Studies, 7 p.m., Washburn A/B
- g. March 7: Community & Belonging: A Conversation with Poet Nikki Giovanni 6-7 p.m., Memorial Union, Ballroom
- h. The 2024 WUmester topic is Community and Belonging. Please consider how you can incorporate the WUmester topic into your spring courses.

- i. Add the CAS calendar to your Outlook view by choosing casmonthly. If you have any problems gaining access, email our Office 365 administrator at [casey.matthews@washburn.edu](mailto:casey.matthews@washburn.edu).
- X. Adjourn (4:15PM)

**Minutes from the MMKN Division meeting  
11-29-2023 (in person – Henderson 7)**

**Kinesiology:**

John Burns (present)

Ross Friesen (present)

Karen Garrison (present)

Roy Wohl (present)

Park Lockwood (present)

Eric Mosier (present)

Yang Song (present)

**Mass Media:**

Regina Cassell (present)

Sam Finch (absent)

Matthew Nyquist (present)

Maria Stover (present)

Kristen Grimmer (sabbatical)

1. **Call to order @ 3:00** by Division President, John Burns
2. **Election of MMKN Division Secretary** – Yang Song agreed to keep minutes.
3. **Approval of Sept meeting minutes & Oct. email committee reports**
  
4. Committee Reports - None
  
5. Curriculum Items – None
  
6. Old Business – None
  
7. New Business
  - Discussion of proposed updates to 3rd-year review for tenure. Unanimous vote to support proposed updates.
  
  - Discussion of general education & "double dip"
    - Discussion areas
      - Major courses as general education courses.
  
      - When double dipping, make sure the total is at least 120. If the total is less than 120 credits, extra courses will be needed.
  
      - Students transferring general education courses from other universities will be allowed to double dip, and so will Washburn students taking general education courses on the Washburn campus?
  
8. Informational items
  - Professional Development grants update
    - All submissions were approved this year;
  
    - A faculty can't teach in the summer and apply for the grant at the same time;
  
    - The university is trying to compensate the same amount for the two;
  
  - 60+ Auditor Program change
    - Give the instructor more flexibility;
  
    - Instructors can request to take no auditor or take auditors as what the capacity allows;

Whether Feedback and grades will be given is at the instructor's discretion

Having auditors sign the auditing course document is preferable.

D2L seems not to be able to separate auditors from regular students.

Discussion about the differences between minors and certificates

Maria provided an update. Formal proposal and approvals coming in spring

Minors minimum 15 credits;

Certificates minimum 9 credits and certificates give students more options.

9. Date of next MMKN meeting - TBD

10. Adjourn

**Meeting Adjourn at 4:08 pm**



Type	Status	Sig or Not?	College/School	Code	Title	Next Sign Off
Course	Added	New	CAS	<a href="#">BI 106</a>	<a href="#">BI 106: Everyday Biology</a>	CFCCC Chair
Course	Added	New	CAS	<a href="#">BI 192</a>	<a href="#">BI 192: General Cellular Biology</a>	CFCCC Chair
Course	Added	New	CAS	<a href="#">BI 194</a>	<a href="#">BI 194: General Organismal Biology</a>	CFCCC Chair
Course	Added	New	CAS	<a href="#">CH 111</a>	<a href="#">CH 111: Chemistry in Everyday Life</a>	CFCCC Chair
Course	Deleted	Inactivate	CAS	<a href="#">CH 101</a>	<a href="#">CH 101: Chemistry in Everyday Life</a>	CFCCC Chair
Course	Deleted	Inactivate	CAS	<a href="#">MA 230</a>	<a href="#">MA 230: Math Middle/Secondary Teachers</a>	CFCCC Chair
Course	Edited	Significant	CAS	<a href="#">BI 100</a>	<a href="#">BI 100: Human Biology</a>	CFCCC Chair
Course	Edited	Significant	CAS	<a href="#">BI 101</a>	<a href="#">BI 101: Human Biology Laboratory</a>	CFCCC Chair
Course	Edited	Significant	CAS	<a href="#">PS 101</a>	<a href="#">PS 101: Physics in Everyday Life</a>	CFCCC Chair
Program	Added	New	CAS		<a href="#">: Graduate Certificate in Communication and Leadership</a>	CFCCC Chair
Program	Added	New	CAS		<a href="#">: Mathematics: Middle School and Core Secondary Education</a>	CFCCC Chair
Program	Edited	Not Significant	CAS	<a href="#">BI-BA</a>	<a href="#">BI-BA: Bi: Biology BA</a>	CFCCC Chair
Program	Edited	Not Significant	CAS	<a href="#">BI-BS</a>	<a href="#">BI-BS: Bi: Biology BS</a>	CFCCC Chair
Program	Edited	Not Significant	CAS	<a href="#">CN-MNR</a>	<a href="#">CN-MNR: Communication Studies Minor</a>	CFCCC Chair
Program	Edited	Not Significant	CAS	<a href="#">MA-BA</a>	<a href="#">MA-BA: Mathematics: BA</a>	CFCCC Chair
Program	Edited	Not Significant	CAS	<a href="#">MA-BS</a>	<a href="#">MA-BS: Mathematics: BS</a>	CFCCC Chair
Program	Edited	Not Significant	CAS	<a href="#">PS-BA</a>	<a href="#">PS-BA: Physics: BA</a>	CFCCC Chair
Program	Edited	Significant	CAS	<a href="#">BI-MNR</a>	<a href="#">BI-MNR: Biology Minor</a>	CFCCC Chair
Program	Edited	Significant	CAS	<a href="#">CN</a>	<a href="#">CN: CN: Communication Major</a>	CFCCC Chair
Program	Edited	Significant	CAS	<a href="#">EB-BA</a>	<a href="#">EB-BA: Bi: Environmental Biology BA</a>	CFCCC Chair
Program	Edited	Significant	CAS	<a href="#">EB-BS</a>	<a href="#">EB-BS: Bi: Environmental Biology BS</a>	CFCCC Chair
Program	Edited	Significant	CAS	<a href="#">EGP</a>	<a href="#">EGP: Engineering: Physics</a>	CFCCC Chair
Program	Edited	Significant	CAS	<a href="#">FB-BS</a>	<a href="#">FB-BS: Bi: Forensic Biology BS</a>	CFCCC Chair
Program	Edited	Significant	CAS	<a href="#">MB-BS</a>	<a href="#">MB-BS: Bi: Molecular Bio &amp; Biotech BS</a>	CFCCC Chair

The above were all approved except CH 111, which was missing a master syllabus. The name of "Mathematics: Middle School and Core Secondary Education" was changed to "Mathematics Secondary Education: Core Mathematics 6-12" per request from Math Dept. and Academic Affairs with advice from the Kansas Department of Education.

# Program Change Request

Date Submitted: 10/12/23 1:21 pm

Viewing: **CN-MNR : Communication Studies Minor**

Last approved: 09/30/22 11:53 am

Last edit: 12/13/23 10:45 am

Changes proposed by: Jim Schnoebelen (jim.schnoebelen)

## In Workflow

1. Acad Ops
2. CN Chair
3. Library
4. HUM Chair
5. CA Dean
6. CFCCC Chair
7. Assoc Dean CFC
8. CA Assoc Dean
9. Governance Check
10. Final Acad Ops
11. Registrar

Catalog Pages

Using this

Program

[Communication Studies, Minor](#)

Change Type

Not Significant

Summarize

Changes and

Include Rationale

## Approval Path

1. 10/12/23 1:28 pm  
Holly Broxterman (holly.broxterman):  
Approved for Acad Ops
2. 10/12/23 1:34 pm  
Jim Schnoebelen (jim.schnoebelen):  
Approved for CN Chair
3. 10/12/23 1:38 pm  
Sean Bird (sean.bird):  
Approved for Library

4. 11/14/23 8:53 pm  
Ian Smith1  
(ian.smith1):  
Approved for HUM  
Chair
5. 11/28/23 11:51 am  
Kelly Erby  
(kelly.erby):  
Approved for CA  
Dean
6. 01/26/24 3:38 pm  
Bruce Mactavish  
(bruce.mactavish):  
Approved for  
CFCCC Chair

## History

1. Jun 13, 2022 by  
Joseph Desota  
(joseph.desota)
2. Jul 15, 2022 by  
Steve Luoma  
(steven.luoma)
3. Jul 15, 2022 by  
Steve Luoma  
(steven.luoma)
4. Sep 30, 2022 by  
Holly Broxterman  
(holly.broxterman)
5. Sep 30, 2022 by  
Holly Broxterman  
(holly.broxterman)

Many students transfer to WU having already taken Interpersonal Communication. This

will likely increase given the new Core CN course requirements prescribed by KBOR. This change to our Minor will allow them to more easily pursue it without having to take CN 150.

## General Information

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Effective Catalog Edition	2024-2025
Department	Communication Studies
College	College of Arts and Sciences
Division	Humanities
Degree Level	Undergraduate
Program Title	Communication Studies Minor
Degree to be Offered	Minor (MINOR)
Is this program offered completely online?	<a href="#"><u>Yes</u></a>
Does this program lead to a teaching certification?	No
Is this program an interdisciplinary program?	No
CIP Code	<a href="#"><u>090100 - Communication, General.</u></a>

## Admission and Curriculum

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## Admission Criteria

Total Number of  
Semester Credit  
Hours for the  
Degree  
Curriculum

# Minor Requirements

Majors in other departments often find the Communication Studies minor a valuable addition. Minor requirements include the following:

### Required Courses Inside Department

<a href="#">CN 101</a>	Introduction to Communication Studies	3
<a href="#">CN 150</a>	Public Speaking	3
or <a href="#">CN 151</a>	Introduction to Interpersonal Communication	
Upper division courses, chosen in conjunction with a Communication Studies adviser		9
Total Hours		15

To declare a minor, contact the Communication Studies Department by emailing [communication@washburn.edu](mailto:communication@washburn.edu).

## Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental  
Files

Reviewer  
Comments

Key: 286

# Program Change Request

Date Submitted: 08/22/23 4:30 pm

Viewing: **MA-BA : Mathematics: BA**

Last approved: 08/22/23 4:27 pm

Last edit: 09/26/23 3:16 pm

Changes proposed by: Holly Broxterman (holly.broxterman)

Catalog Pages

Using this

Program

[Mathematics, BA-BS](#)

Change Type

Not Significant

Summarize

Changes and

Include Rationale

## In Workflow

1. Acad Ops
2. MA Chair
3. Library
4. NSM Chair
5. CA Dean
6. CFCCC Chair
7. Assoc Dean CFC
8. CA Assoc Dean
9. Governance  
Check
10. Final Acad Ops
11. Registrar

## Approval Path

1. 08/30/23 1:43 pm  
Holly Broxterman  
(holly.broxterman):  
Approved for Acad  
Ops
2. 08/30/23 1:54 pm  
Sarah Cook  
(sarah.cook):  
Approved for MA  
Chair
3. 08/30/23 1:55 pm  
Sean Bird  
(sean.bird):  
Approved for  
Library

4. 10/22/23 1:33 pm  
Andrew Herbig  
(andrew.herbig):  
Approved for NSM  
Chair
5. 11/28/23 12:45 pm  
Kelly Erby  
(kelly.erby):  
Approved for CA  
Dean
6. 01/26/24 3:38 pm  
Bruce Mactavish  
(bruce.mactavish):  
Approved for  
CFCCC Chair

## History

1. Apr 21, 2022 by  
clmig-jwillging
2. Jul 14, 2022 by  
Steve Luoma  
(steven.luoma)
3. Jul 14, 2022 by  
Steve Luoma  
(steven.luoma)
4. Jul 21, 2022 by  
Steve Luoma  
(steven.luoma)
5. Jul 21, 2022 by  
Steve Luoma  
(steven.luoma)
6. Sep 30, 2022 by  
Holly Broxterman  
(holly.broxterman)



7. Oct 7, 2022 by Holly Broxterman (holly.broxterman)
8. Apr 4, 2023 by Sarah Cook (sarah.cook)
9. Aug 22, 2023 by Holly Broxterman (holly.broxterman)

Updating to remove typos from program course listing and adjust formatting.  
 ((Holly 9/8/23: Completed revisions according to new standardization approved by Deans and Provost Office))

## General Information

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Effective Catalog Edition	2024-2025
Department	Mathematics and Statistics
College	College of Arts and Sciences
Division	Natural Science & Mathematics
Degree Level	Undergraduate
Program Title	Mathematics: BA
Degree to be Offered	Bachelor of Arts (BA)
Is this program offered completely online?	No
Does this program lead to a	No

teaching  
certification?

Is this program an interdisciplinary  
program? No

CIP Code 270101 - Mathematics, General.

## Admission and Curriculum

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Admission Criteria

Total Number of  
Semester Credit  
Hours for the  
Degree

Curriculum

## Degree Requirements

In addition to the requirements stated below, students must complete 34-35 hours of General Education, all requirements for a Bachelor of Arts or Bachelor of Science degree, and any additional hours needed to reach the minimum 120 credit hours required for graduation. Some of the courses below may also fulfill general education or other degree requirements. Please see your advisor for more information.

### Required Courses Inside Department

<a href="#"><u>MA 151</u></a>	Calculus & Analytic Geometry I	5
<a href="#"><u>MA 152</u></a>	Calculus & Analytic Geometry II	5
<a href="#"><u>MA 253</u></a>	Calculus/Analytic Geometry III	3
<a href="#"><u>MA 260</u></a>	Introduction to Number Theory	3
<a href="#"><u>MA 301</u></a>	Linear Algebra	3

<a href="#"><u>MA 307</u></a>	Discrete Mathematics	3
Select one of the following:		3
<a href="#"><u>MA 340</u></a>	ANOVA/Design of Experiments	
<a href="#"><u>MA 341</u></a>	Nonparametric Tests/Quality Control	
<a href="#"><u>MA 346</u></a>	Regression Analysis	
<a href="#"><u>MA 344</u></a>	Mathematical Statistics I	3
<a href="#"><u>MA 354</u></a>	Abstract Algebra	3
<a href="#"><u>MA 371</u></a>	Introduction to Real Analysis I	3
<a href="#"><u>MA 372</u></a>	Introduction to Real Analysis II	3
<a href="#"><u>MA 380</u></a>	Problem Solving Strategies <sup>1</sup>	2
<a href="#"><u>MA 388</u></a>	Capstone Research	1
<a href="#"><u>PH 220</u></a>	Symbolic Logic	3
Subtotal		43

### Required Courses Outside Department

Select one of the following sequences:		12- 13
Sequence 1 (This puts student on track to obtain a Physics Minor)		
<a href="#"><u>PS 281</u></a>	General Physics I	
or <a href="#"><u>PS 261</u></a>	College Physics I	
<a href="#"><u>PS 282</u></a>	General Physics II	
or <a href="#"><u>PS 262</u></a>	College Physics II	
PS 3XX	3 credit hours of 300-level Physics courses	
Sequence 2 (This puts students on track to obtain a Computer Information Science Minor)		
<a href="#"><u>CM 111</u></a>	Introduction to Structured Programming	
<a href="#"><u>CM 245</u></a>	Contemporary Programming Methods	

CM 307 Data Structures & Algorithmic Analysis

~~CM 322~~ ~~Operating Systems~~

CM 332 Data Mining

Sequence 3 (This puts student on a track to obtain a Computer Information Digital Forensics Minor)

CM 111 Introduction to Structured Programming

CM 203 Digital Forensics I

CM 245 Contemporary Programming Methods

CM 303 Digital Forensics II

Sequence 4 (This puts students on track to obtain an Economics Minor)

EC 200 Principles of Microeconomics

EC 201 Principles of Macroeconomics

EC 3XX 6 credit hours of 300-level Economics courses

Sequence 5 (This puts student on track to obtain a Business Data Analytics Minor)

EC 211 Statistics for Business and Economics

BU 258 Foundations of Data Analysis

BU 250 Management Information Systems

DA 348 Data Discovery and Management

Sequence 6 (This puts student on a track to obtain a Game Design Minor)

EC 200 Principles of Microeconomics

BU 260 Business Plan Development

EC 306 Game Theory and Applications

CM 390 Special Topics/Computer Information Science (Game Programming)

Subtotal

12-

13

Total Hours

55-

56

1

MA 380 is a 1 credit course that must be taken at least twice.

~~Degree Requirements For degree specific requirements, see General Education Requirements for Specific Bachelor & Associate Degrees.~~

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental  
Files

Reviewer  
Comments

Key: 137

# Program Change Request

Date Submitted: 08/22/23 4:27 pm

Viewing: **MA-BS : Mathematics: BS**

Last approved: 08/22/23 4:20 pm

Last edit: 09/26/23 3:17 pm

Changes proposed by: Holly Broxterman (holly.broxterman)

Change Type Not Significant

Summarize

Changes and

Include Rationale

## In Workflow

1. Acad Ops
2. MA Chair
3. Library
4. NSM Chair
5. CA Dean
6. CFCCC Chair
7. Assoc Dean CFC
8. CA Assoc Dean
9. Governance  
Check
10. Final Acad Ops
11. Registrar

## Approval Path

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(holly.broxterman):  
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Chair
3. 08/30/23 1:55 pm  
Sean Bird  
(sean.bird):  
Approved for  
Library

4. 10/22/23 1:33 pm  
Andrew Herbig  
(andrew.herbig):  
Approved for NSM  
Chair
5. 11/28/23 12:45 pm  
Kelly Erby  
(kelly.erby):  
Approved for CA  
Dean
6. 01/26/24 3:38 pm  
Bruce Mactavish  
(bruce.mactavish):  
Approved for  
CFCCC Chair

## History

1. Oct 7, 2022 by  
Holly Broxterman  
(holly.broxterman)
2. Apr 4, 2023 by  
Sarah Cook  
(sarah.cook)
3. Aug 22, 2023 by  
Holly Broxterman  
(holly.broxterman)

Updating to remove typos from program course listing and adjust formatting.  
((Holly 9/8/23: Completed revisions according to new standardization approved by  
Deans and Provost Office))

## General Information

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Effective Catalog    2024-2025

Edition	
Department	Mathematics and Statistics
College	College of Arts and Sciences
Division	Natural Science & Mathematics
Degree Level	Undergraduate
Program Title	Mathematics: BS
Degree to be Offered	Bachelor of Science (BS)
Is this program offered completely online?	No
Does this program lead to a teaching certification?	No
Is this program an interdisciplinary program?	No
CIP Code	270101 - Mathematics, General.

## Admission and Curriculum

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### Admission Criteria

Total Number of Semester Credit Hours for the Degree



## Curriculum

# Degree Requirements

In addition to the requirements stated below, students must complete 34-35 hours of General Education, all requirements for a Bachelor of Arts or Bachelor of Science degree, and any additional hours needed to reach the minimum 120 credit hours required for graduation. Some of the courses below may also fulfill general education or other degree requirements. Please see your advisor for more information.

## Required Courses Inside Department

<a href="#"><u>MA 151</u></a>	Calculus & Analytic Geometry I	5
<a href="#"><u>MA 152</u></a>	Calculus & Analytic Geometry II	5
<a href="#"><u>MA 253</u></a>	Calculus/Analytic Geometry III	3
<a href="#"><u>MA 260</u></a>	Introduction to Number Theory	3
<a href="#"><u>MA 301</u></a>	Linear Algebra	3
<a href="#"><u>MA 307</u></a>	Discrete Mathematics	3
Select one of the following:		3
<a href="#"><u>MA 340</u></a>	ANOVA/Design of Experiments	
<a href="#"><u>MA 341</u></a>	Nonparametric Tests/Quality Control	
<a href="#"><u>MA 346</u></a>	Regression Analysis	
<a href="#"><u>MA 344</u></a>	Mathematical Statistics I	3
<a href="#"><u>MA 354</u></a>	Abstract Algebra	3
<a href="#"><u>MA 371</u></a>	Introduction to Real Analysis I	3
<a href="#"><u>MA 372</u></a>	Introduction to Real Analysis II	3
<a href="#"><u>MA 380</u></a>	Problem Solving Strategies <sup>1</sup>	2
<a href="#"><u>MA 388</u></a>	Capstone Research	1
<a href="#"><u>PH 220</u></a>	Symbolic Logic	3

Subtotal	43
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### Required Courses Outside Department

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Select one of the following sequences:	12-13
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Sequence 1 (This puts student on track to obtain a Physics Minor)

<u><a href="#">PS 281</a></u>	General Physics I
-------------------------------	-------------------

or <u><a href="#">PS 261</a></u>	College Physics I
----------------------------------	-------------------

<u><a href="#">PS 282</a></u>	General Physics II
-------------------------------	--------------------

or <u><a href="#">PS 262</a></u>	College Physics II
----------------------------------	--------------------

PS 3XX	3 credit hours of 300-level Physics courses
--------	---

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Sequence 2 (This puts students on track to obtain a Computer Information Science Minor)

<u><a href="#">CM 111</a></u>	Introduction to Structured Programming
-------------------------------	--

<u><a href="#">CM 245</a></u>	Contemporary Programming Methods
-------------------------------	----------------------------------

<u><a href="#">CM 307</a></u>	Data Structures & Algorithmic Analysis
-------------------------------	--

<del><u><a href="#">CM 322</a></u></del>	<del>Operating Systems</del>
--	------------------------------

<u><a href="#">CM 332</a></u>	<u><a href="#">Data Mining</a></u>
-------------------------------	------------------------------------

---

Sequence 3 (This puts student on a track to obtain a Computer Information Digital Forensics Minor)

<u><a href="#">CM 111</a></u>	Introduction to Structured Programming
-------------------------------	--

<u><a href="#">CM 203</a></u>	Digital Forensics I
-------------------------------	---------------------

<u><a href="#">CM 245</a></u>	Contemporary Programming Methods
-------------------------------	----------------------------------

<u><a href="#">CM 303</a></u>	Digital Forensics II
-------------------------------	----------------------

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Sequence 4 (This puts students on track to obtain an Economics Minor)

<u><a href="#">EC 200</a></u>	Principles of Microeconomics
-------------------------------	------------------------------

<u><a href="#">EC 201</a></u>	Principles of Macroeconomics
-------------------------------	------------------------------

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EC 3XX                    6 credit hours of 300-level Economics courses

Sequence 5 (This puts student on track to obtain a Business Data Analytics Minor)

[EC 211](#)                    Statistics for Business and Economics

[BU 258](#)                    Foundations of Data Analysis

[BU 250](#)                    Management Information Systems

[DA 348](#)                    Data Discovery and Management

Sequence 6 (This puts student on a track to obtain a Game Design Minor)

[EC 200](#)                    Principles of Microeconomics

[BU 260](#)                    Business Plan Development

[EC 306](#)                    Game Theory and Applications

[CM 390](#)                    Special Topics/Computer Information Science (Game Programming)

Subtotal	12- 13
Total Hours	55- 56

<sup>1</sup>  
MA 380 is a 1 credit course that must be taken at least twice.

~~Degree Requirements For degree specific requirements, see General Education Requirements for Specific Bachelor & Associate Degrees.~~

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental Files

Reviewer

## Comments

Key: 350

# Program Change Request

Date Submitted: 10/12/23 4:09 pm

Viewing: **MA-BED : ~~MA:~~Mathematics**

## **Secondary Education:** **~~Mathematics/BED~~ Advanced** **Mathematics 6-12**

Last approved: 06/06/23 11:25 am

Last edit: 01/23/24 10:35 am

Changes proposed by: Sarah Cook (sarah.cook)

Catalog Pages  
Using this  
Program

[Mathematics Secondary Education: Advanced Mathematics 6-12](#)

Change Type      Significant

Summarize  
Changes and  
Include Rationale

### In Workflow

1. Acad Ops
2. MA Chair
3. Library
4. ED Chair
5. NSM Chair
6. CA Dean
7. CFCCC Chair
8. **Assoc Dean CFC**
9. CA Assoc Dean
10. Governance Check
11. AA Committee
12. Faculty Senate
13. General Faculty
14. WUBOR
15. Final Acad Ops
16. Registrar

### Approval Path

1. 10/12/23 4:23 pm  
Holly Broxterman  
(holly.broxterman):  
Approved for Acad  
Ops
2. 10/13/23 12:14  
pm  
Sarah Cook  
(sarah.cook):  
Approved for MA

Chair

3. 10/16/23 7:10 am  
Sean Bird  
(sean.bird):  
Approved for  
Library
4. 10/19/23 2:57 pm  
Cherry Steffen  
(cherry.steffen):  
Approved for ED  
Chair
5. 10/22/23 1:33 pm  
Andrew Herbig  
(andrew.herbig):  
Approved for NSM  
Chair
6. 01/26/24 3:25 pm  
Kelly Erby  
(kelly.erby):  
Approved for CA  
Dean
7. 01/26/24 3:38 pm  
Bruce Mactavish  
(bruce.mactavish):  
Approved for  
CFCCC Chair

## History

1. Apr 21, 2022 by  
clmig-jwillging
2. Jul 15, 2022 by  
Steve Luoma  
(steven.luoma)
3. Jul 15, 2022 by

Steve Luoma  
(steven.luoma)

4. Jul 15, 2022 by Steve Luoma (steven.luoma)
5. Sep 30, 2022 by Holly Broxterman (holly.broxterman)
6. Oct 26, 2022 by Holly Broxterman (holly.broxterman)
7. Jun 5, 2023 by Holly Broxterman (holly.broxterman)
8. Jun 6, 2023 by Holly Broxterman (holly.broxterman)

We are making a number of changes. Some of these are due to ensuring degrees are within 120 hours. Others are curriculum changes to better satisfy the KSDE standards. This change is 'significant' because it inactivates the BA and BS versions and it also adds an Education course.

We have been offering options of a BA, BS, or BEd in Math Secondary Education. The Math and Education courses were identical in all three degrees to satisfy State requirements. The additional degree requirements for the BS and BA push these options well over the 120 hours, even with the new lowered General Education program. Because of this, we have decided to inactivate the BA and BS versions and keep only the BEd.

We are making curricular changes to better align with the KSDE standards and to lower the math requirements for the degree to 40 credit hours. We are replacing the requirement of MA 204 Number Theory/Discrete with MA 260 Introduction to Number Theory. MA 204 was created to satisfy a KSDE standard for both Middle School Math Education majors and Secondary Education Math majors. We have found that this has

not been a good mix as the Middle School majors tend to struggle with the concepts required for the Secondary Ed majors. Making this change will allow us to focus MA 204 on standards for middle school math. The content of MA 260, which is already required for our pure math majors, better aligns with the Secondary Ed standards.

We are eliminating MA 230 Math for Secondary Education as this course has been inactivated (the course should have been removed from the degree previously when we added MA 204 but this change was mistakenly left off).

To bring our required math hours to 40 credits (the same as our other degree tracks), we are reducing the number of times students are required to take MA 380 Problem Solving from twice to once. Students will still have the option to take MA 380 a second time as it is a course listed in our "Select two of the following" courses. We also are adding two 1 credit options to the "Select two of the following" courses list, namely MA 315 Seminar: Teaching Mathematics and ED 349 Middle Level Mathematics Practicum. Our list of options allow students to decide if they want to do a capstone project, obtain more practice with in-depth problem solving, or obtain more practice teaching before doing their student teaching semester.

((HB 10/12/23: Completed revisions according to new standardization approved by Deans and Provost Office))

((BO 1/23/2024: Program name changed to reflect KSDE licensure wording, as requested by Sarah Cook.))

## General Information

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Effective Catalog Edition	2024-2025
Department	Mathematics and Statistics
College	College of Arts and Sciences
Division	Natural Science & Mathematics
Degree Level	Undergraduate



Program Title	<del>MA:Mathematics</del> Secondary <u>Education: Mathematics/BED</u> <u>Advanced Mathematics 6-12</u>
Degree to be Offered	Bachelor of Education (BED)
Is this program offered completely online?	<u>No</u>
Does this program lead to a teaching certification?	Yes
Is this program an interdisciplinary program?	No
CIP Code	<u>13.1311</u> - <u>13.1311</u>

## Admission and Curriculum

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Admission Criteria

Total Number of Semester Credit Hours for the Degree

Curriculum

~~Degree Requirements For degree specific requirements, see General Education Requirements~~

# for Specific Bachelor & Associate Degrees. Degree Education Course Requirements

~~<sup>1</sup>MA380 is a 1 credit course that must be taken at least twice<sup>2</sup>~~

~~For further degree-specific requirements, see General Education Requirements for Specific Bachelor & Associate Degrees.~~

In addition to the requirements stated below, students must complete 34-35 hours of General Education, all requirements Education Requirements for a Bachelor of Education degree, and any additional hours needed the BS2/BEEd General Education Requirements for the BA2 Students seeking certification to teach mathematics must also be formally admitted to reach the minimum 120 credit hours required for graduation. the University's Professional Teacher Education Programs(see Education in this catalog) Some of the courses below may also fulfill general education or other degree requirements. Please see your advisor for more information.

<del>Social Sciences, GESS</del>	<del>15</del>
<del>Humanities, GEHU</del>	<del>9</del>
<del>PH 220          Symbolic Logic</del>	
<del>CN 150          Public Speaking</del>	
<del>AR, MU or TH course</del>	
<del>Other Humanities General Education courses</del>	<del>6</del>
<del>Natural Sciences, GENS</del>	<del>12</del>
<del>Subtotal</del>	<del>42</del>
<del>Social Sciences, GESS</del>	<del>9</del>
<del>Humanities, GEHU</del>	<del>9</del>
<del>PH 220          Symbolic Logic (3 credits)</del>	
<del>CN 150          Public Speaking (3 credits)</del>	
<del>AR, MU or TH course (3 credits)</del>	
<del>Natural Sciences, GENS</del>	<del>9</del>

<del>Subtotal</del>		<del>27</del>
<del>ED 155</del>	<del>Teaching, Learning, Leadership</del>	<del>3</del>
<del>ED 165</del>	<del>Ed. 1, Examining Teaching as a Profession: Diversity 1, Literacy 1, Technology 1</del>	<del>3</del>
<del>ED 275</del>	<del>Ed. 2 Exploring Teaching as a Profession (Classroom Management 1, Diversity 2, Technology 2) Ed. 2</del>	<del>3</del>
<del>ED 285</del>	<del>Educational Psychology</del>	<del>3</del>
<del>ED 295</del>	<del>Ed. 3 Experiencing Teaching as a Profession (Classroom Management 2, Diversity 3, Literacy 2)</del>	<del>3</del>
<del>ED 302</del>	<del>Teaching Exceptional Learners</del>	<del>3</del>
<del>ED 354</del>	<del>Curriculum and Assessment</del>	<del>3</del>
<del>ED 363</del>	<del>Methods of Teaching Math in Secondary School</del>	<del>3</del>
<del>ED 395</del>	<del>Ed. 4 Extending Teaching as a Profession (Classroom Management 3, Literacy 3, Technology 3)</del>	<del>3</del>
<del>ED 410</del>	<del>Secondary Student Teaching</del>	<del>6-12</del>
<del>Subtotal</del>		<del>39</del>

Students seeking certification to teach mathematics must also be formally admitted to the University's Professional Teacher Education Programs.

### Required Courses Inside Mathematics Department

<u>MA 140</u>	Statistics	3
<u>MA 151</u>	Calculus & Analytic Geometry I	5
<u>MA 152</u>	Calculus & Analytic Geometry II	5
<u>MA 253</u>	Calculus/Analytic Geometry III	3
<del>MA 204</del>	<del>Number Theory and Discrete Math for Middle School Teachers</del>	<del>3</del>
<span style="border: 1px solid red; padding: 2px;">MA 230</span>	<span style="border: 1px solid red; padding: 2px;">Course MA 230 Not Found</span>	4
<u>MA 260</u>	<u>Introduction to Number Theory</u>	<u>3</u>

<a href="#">MA 301</a>	Linear Algebra	3
<a href="#">MA 307</a>	Discrete Mathematics	3
<a href="#">MA 354</a>	Abstract Algebra	3
<a href="#">MA 367</a>	Modern Geometry	3
<a href="#">MA 371</a>	Introduction to Real Analysis I	3
<a href="#">MA 381</a>	History and Literature of Mathematics	3
<a href="#">MA 380</a>	Problem Solving Strategies	1

Select at least two of the following: 2

<a href="#">MA 315</a>	<a href="#">Seminar: Teaching Mathematics</a>	
<a href="#">MA 316</a>	Teaching Algebra	
<a href="#">MA 317</a>	Teaching Trigonometry	
<a href="#">MA 318</a>	Teaching Statistics	
<a href="#">MA 380</a>	Problem Solving Strategies (taken a second time)	
<a href="#">MA 388</a>	Capstone Research	
<a href="#">ED 349</a>	<a href="#">Middle Level Mathematics Practicum</a>	

[Subtotal](#) 40

### [Required Courses Inside Education Department](#)

<a href="#">ED 155</a>	<a href="#">Teaching, Learning, Leadership</a>	3
<a href="#">ED 165</a>	<a href="#">Ed. 1, Examining Teaching as a Profession: Diversity 1, Literacy 1, Technology 1</a>	3
<a href="#">ED 275</a>	<a href="#">Ed. 2 Exploring Teaching as a Profession (Classroom Management 1, Diversity 2, Technology 2) Ed. 2</a>	3
<a href="#">ED 285</a>	<a href="#">Educational Psychology</a>	3
<a href="#">ED 295</a>	<a href="#">Ed. 3 Experiencing Teaching as a Profession (Classroom Management 2, Diversity 3, Literacy 2)</a>	3

<u>ED 302</u>	<u>Teaching Exceptional Learners</u>	<u>3</u>
<u>ED 354</u>	<u>Curriculum and Assessment</u>	<u>3</u>
<u>ED 363</u>	<u>Methods of Teaching Math in Secondary School</u>	<u>3</u>
<u>ED 395</u>	<u>Ed. 4 Extending Teaching as a Profession (Classroom Management 3, Literacy 3, Technology 3)</u>	<u>3</u>
<u>ED 410</u>	<u>Secondary Student Teaching</u>	<u>12</u>
<u>Subtotal</u>		<u>39</u>
Total Hours		79

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental  
Files

Reviewer

Comments

**Beth O'Neill (beth.oneill) (01/23/24 10:35 am):** Program name changed to reflect KSDE licensure wording, as requested by Sarah Cook.

Key: 138

# Program Change Request

Date Submitted: 11/13/23 3:00 pm

Viewing: **PS-BA : Physics: BA**

Last approved: 05/26/23 8:54 am

Last edit: 12/13/23 4:26 pm

Changes proposed by: Karen Camarda (karen.camarda)

Catalog Pages

Using this

Program

[Physics, BA](#)

Change Type

[Not Significant](#)

Summarize

Changes and

Include Rationale

## In Workflow

1. Acad Ops
2. PS Chair
3. Library
4. NSM Chair
5. CA Dean
6. CFCCC Chair
7. Assoc Dean CFC
8. CA Assoc Dean
9. Governance  
Check
10. Final Acad Ops
11. Registrar

## Approval Path

1. 11/13/23 3:11 pm  
Beth O'Neill  
(beth.oneill):  
Approved for Acad  
Ops
2. 11/13/23 9:01 pm  
Karen Camarda  
(karen.camarda):  
Approved for PS  
Chair
3. 11/14/23 7:25 am  
Sean Bird  
(sean.bird):  
Approved for  
Library

4. 11/17/23 3:30 pm  
Andrew Herbig  
(andrew.herbig):  
Approved for NSM  
Chair
5. 11/28/23 3:13 pm  
Kelly Erby  
(kelly.erby):  
Approved for CA  
Dean
6. 01/26/24 3:39 pm  
Bruce Mactavish  
(bruce.mactavish):  
Approved for  
CFCCC Chair

## History

1. Apr 21, 2022 by  
clmig-jwillging
2. Sep 30, 2022 by  
Holly Broxterman  
(holly.broxterman)
3. May 23, 2023 by  
Holly Broxterman  
(holly.broxterman)
4. May 23, 2023 by  
Holly Broxterman  
(holly.broxterman)
5. May 25, 2023 by  
Holly Broxterman  
(holly.broxterman)
6. May 26, 2023 by  
Holly Broxterman  
(holly.broxterman)

Revised how degree requirements are displayed (matrix versus paragraph), and added that certain physics and astronomy courses would not count towards completion of Physics B.A. Also, due to the new general education requirements, students will now be required to complete a minor, certificate, or additional major. This will replace the general education credit hours that are no longer required and allow students to choose a complementary area of study.

## General Information

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Effective Catalog Edition	2024-2025
Department	Physics and Astronomy
College	College of Arts and Sciences
Division	Natural Science & Mathematics
Degree Level	Undergraduate
Program Title	Physics: BA
Degree to be Offered	Bachelor of Arts (BA)
Is this program offered completely online?	<a href="#"><u>No</u></a>
Does this program lead to a teaching certification?	No
Is this program an interdisciplinary program?	No
CIP Code	<a href="#"><u>400801 - Physics, General.</u></a>



# Admission and Curriculum

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## Admission Criteria

Total Number of  
Semester Credit  
Hours for the  
Degree

Curriculum

## Degree Requirements

In addition to the requirements stated below, students must complete 34-35 hours of General Education, all requirements for a Bachelor of Arts degree, and any additional hours needed to reach the minimum 120 credit hours required for graduation. Some of the courses below may also fulfill general education or other degree requirements. Please see your advisor for more information. In addition, all Physics (BA) majors must complete a minor, certificate, or additional major; students must declare this with the department that grants it.

### Required Courses Inside Department <sup>1</sup>

<u>PS 103</u>	<u>Physics &amp; Engineering Seminar I</u>	<u>1</u>
<u>PS 303</u>	<u>Physics &amp; Engineering Seminar II</u>	<u>1</u>
<u>Other Physics Courses <sup>2, 3</sup></u>		<u>23</u>
Total Hours		25

<sup>1</sup>  
At least 6 hours of major courses in the Department must be taken in residence at Washburn University.

<sup>2</sup>  
At least 11 of the 23 hours must be upper division hours.

<sup>3</sup>  
These hours cannot include credits in PS 101 Introduction to Physics, PS 120 Meteorology, PS 126 Physical Science for Elementary Educators, PS 131 Biological Physics for the Health and Life Sciences and PS 132 Biological Physics for the Health and Life Sciences Laboratory and AS 101

[Introduction to Astronomy/Cosmology, AS 102 Introduction to Astronomy - Solar System and AS 103 Observational Astronomy.](#)

~~Degree Requirements To major in Physics with a Bachelor of Arts Degree , one must satisfactorily complete 25 hours in Physics, including PS 103 and PS303. At least 12 of the 25 hours must be upper division hours. At least 6 hours of major courses in the Department must be taken in residence at Washburn University. No more than one credit in PS 103 and one credit in PS 303 will count towards the major.~~

Pathway

Faculty Workload Analysis (describe how the course offering schedule and anticipated enrollments correlate to faculty lines)

Supplemental  
Files

Reviewer  
Comments

Key: 173



COLLEGE OF ARTS AND SCIENCES

## College of Arts and Sciences Summer Professional Development Fellowship

Washburn College of Arts and Sciences (CAS) faculty are eligible to apply for a summer professional development fellowship in the amount of \$4,500. These funds are awarded on a competitive basis to faculty employed on annual contracts who are returning in the following academic year. Funds will provide a faculty stipend to support research projects in all stages of development, extramural grant writing, projects related to pedagogy and curriculum development, service projects significantly beyond typical faculty commitments, and creative endeavors.

### *Eligibility*

Faculty are expected to have adequate time to dedicate to the proposed project.

Faculty teaching in that summer are ineligible.

Faculty on 12-month administrative contracts are ineligible.

Faculty may apply for both a Summer Professional Development Fellowship and a Sweet Sabbatical at the same time; however, a faculty member may not accept both awards in the same summer.

Faculty who have received other faculty internal grants (including small and large research grants, teaching/learning grants, and academic sabbaticals) for their proposed project are eligible for a Summer Professional Development Fellowship so long as the other internal funding awarded does not include a stipend for the faculty member in the same summer as the fellowship period.

Faculty members collaborating on a single project should apply for funding separately but note their collaborators in each Summer Professional Development Fellowship proposal submitted.

Top priority will be given to faculty who have not received a CAS Summer Professional Development Fellowship in the previous year. Consideration will also be given to equitable awards across departments.

### *Award Criteria*

Proposals should clearly state the project's objective(s) and identify the measurable outcomes that will be completed during the grant period. Proposals should demonstrate the project's potential to have a positive impact on the faculty member's scholarly, pedagogical, curricular, service, and/or creative development. Proposed projects will also be evaluated based on their significance to the faculty member's department, the College, and/or the University. The complete rubric used to evaluate proposals is [below](#).

### *Method of Review*

Applications will be reviewed by the professional development subcommittee of the College Faculty Council and CAS assistant/associate deans on the basis of the significance and quality of the proposed project according to the criteria above. Each submitted application will receive a priority score and these scores will be used to make a recommendation to the interim dean. The interim dean will then determine awards based on the amount of funds available.

### *Payment & Final Report*

Fellowship awards will be disbursed in the June and July pay periods. A project summary of approximately 1000 words must also be submitted to the CAS deans office no later than August 15. Summaries should thoughtfully articulate the activities and outcomes of the project. Recipients must adhere to fellowship requirements. Failure to do so will disqualify applicants from future opportunities from this fund.

### *Application & Deadline*

The application is available through Dynamic Forms [here](#).

The link is also on the CAS website

[CAS frequently used forms page](#)

or

<https://www.washburn.edu/academics/college-schools/arts-sciences/faculty-staff/forms.html>

Applications must be received by October 23, 2023. In your application, please be sure to describe your project in terms that can be understood by people who are not specialists in your discipline.

CAS Faculty Summer Professional Development Fellowship					
Application Evaluation Rubric					
	3	2	1	0	
Project Objective & Significance (60%)					Weight
<b>Project Objective</b>	The stated objective is clear.	The stated objective is somewhat clear.	The stated objective is unclear.	There is no stated objective.	10%
<b>Significance to Faculty Member's Professional Development</b>	Significance to the faculty member's professional development in terms of teaching, research, or service is clearly demonstrated.	Significance to the faculty member's professional development in terms of teaching, research, or service is somewhat demonstrated.	Significance to the faculty member's professional development in terms of teaching, research, or service is unclear.	Significance to faculty member's professional development is not demonstrated.	20%
<b>Significance to Department, College, University</b>	Significance of project to department, College, or University is clearly demonstrated to be of great value.	Significance of project to department or College, or University is clearly demonstrated to be of value.	Significance of project to department, College, or University is uncertain and/or value is unclear.	Significance of project to department, College, or University is questionable or not demonstrated.	20%
Planning, Timing, & Outcomes (30%)					
<b>Project Plan</b>	Proposed activities clearly relate to project objective.	Proposed activities somewhat relate to the project objective.	Relevance of proposed activities to project objective is unclear.	Project plan is not demonstrated or proposed activities do not seem appropriate for a summer fellowship.	15%
<b>Timeline</b>	The proposed timeline is reasonable to meet project objective(s).	The proposed timeline is somewhat reasonable to meet project objective(s) (e.g., there may be some questions as to whether there is enough work and/or enough time.)	The proposed timeline is questionable to meet project objective(s) (e.g., there may be significant questions as to whether there is enough work and/or enough time.)	There is no timeline included.	10%
<b>Project Outcomes</b>	There are measurable outcomes that will indicate the success of the project.	There are stated outcomes to indicate the success of the project.	The outcomes to indicate the success of the project are unclear.	Project outcomes are missing or outcomes suggest project is unlikely to be successful.	15%
Previous Funding (10%)					
<b>Previous funding for project or related project</b>	The applicant has not received previous funding from the university for this project or a related project.	The applicant has received previous funding for this project or a related project and has explained how the funds were put to good use; OR grant cycle for previously awarded funds is not yet complete.	The applicant has received previous funding for this project or a related project and explanation of how funds were used is unclear, incomplete, or questionable.	The applicant has received previous funding from the university but has not explained how funds were used; OR the project was not completed.	10%