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**Missouri State.****Curricular Action Workflow**

Missouri State &gt; Computer Services - MIS &gt; Curricular Action Workflow &gt; CAW - Delete Program Proposal Form

**Delete Program Proposal Form**Submitted on 11/08/2015 by Rajinder Jutla ([Rajinderjutla@missouristate.edu](mailto:Rajinderjutla@missouristate.edu)).

Department:

Geography, Geology, &amp; Planning

Type of Program

Choose One:

- Major (Non-Comprehensive/Graduate Program)
  Minor
  Academic Rules
- Comprehensive Major
  Certificate
  Other
- Option
  Certification

Title of Program Affected:

Planning/Tourism &amp; Planning-BS

Current Catalog Description (cut and paste present description from online catalog):

Tourism Planning and Development (15 hours)

GRY 310(3), 410(3), 510(3); HRA 340(3)

Select an additional 3 hours from the following: PLN 505(3), 572(4), 573(3), 574(3), 596(1-3), 597(1-5), 599(1-3); GRY 320(3), 328(3), 348(3), 351(3), 360(3), 470(2), 525(3), 545(3); GEO 551(3), 561(3), 566(3), 568(3); REC 152(3), 390(3), 422(3); HRA 410(3); ECO 540(3); HST 515(3)

Not Attached

Total Hours: 15

Reason for Proposed Deletion:

There is no student enrollment for the last few years.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

11/06/2015

**Current Status:**

College Council Review



**Proposal Progress:**

11/09/2015 - Submitted by Department Head (Toby Dogwiler)

**Review Comments:**

11/09/2015 - Department Head Review - Toby Dogwiler - The deletion of this option within the Planning major was supported by the Planning faculty. The remaining option in the Planning program is going to be revised and updated in another curricular proposal.



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**Missouri State.**

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**Curricular Action Workflow**

Missouri State &gt; Computer Services - MIS &gt; Curricular Action Workflow &gt; CAW - Change Course Proposal Form

**Change Course Proposal Form**Submitted on 10/26/2015 by Rajinder Jutla ([Rajinderjutla@missouristate.edu](mailto:Rajinderjutla@missouristate.edu)).**\*All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

PLN400 Communication Technqes In Plng

Will this proposal need to be reviewed by CGEIP?  No  YesWill this proposal need to be reviewed by EPPC?  No  Yes

Current online catalog description:

PLN 400 Communication Technqes In Plng

Focuses on the oral, written, graphic and computer techniques used by planners in communicating with the public and elected officials. Emphasis is on visual analysis, graphic design, planning graphics, diagramming, photo editing techniques, spreadsheets, report writing, and the developing of a portfolio. 3(3-0) S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information)

PLN 300 Graphic Communication for Planners. Focuses on planning graphics, visual analysis, graphic design, diagramming, photo- editing techniques, spreadsheets, and the developing of a portfolio. The graphics and computer techniques as well as the oral and written skills which are used by planners to communicate information to the public and elected officials are emphasized. 3(3-0) S

What is changing? Check all boxes that apply.

Course Code  Course Number (Check Availability)  Title  Prerequisite

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- Credit Hours/Contact Hours
- Periodicity
- Description

Reason for proposed change

These changes are made to satisfy the recommendation by the Planning Accreditation Board (PAB) to introduce a Planning Graphics course. The course content is identical but rearranged to emphasize graphics. The title which now includes the word "Graphic" is also intended to satisfy PAB's skill requirement.

Does this change affect course assessment?  No  Yes

How did you determine the need for this change? Check all boxes that apply or specify other.

- Routine or annual review/assessment of curriculum
- Faculty Input
- Student Input
- Accreditation/certification compliance
- Review of catalog information

Other (be specific):

[Empty text area for other reasons]

Check if this is a non-substantive change.

What is the date that this course change was approved by departmental or program faculty? (MM/DD/YYYY)

10/26/2015

Current Status:

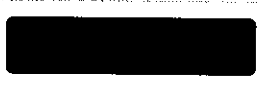
College Council Review

Proposal Progress:

11/04/2015 - Department Head Review - Toby Dogwiler - Approved

Review Comments:

No comments have been added to this proposal.



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**Missouri State.****Curricular Action Workflow**

Missouri State &gt; Computer Services - MIS &gt; Curricular Action Workflow &gt; CAW - Delete Course Proposal Form

## Delete Course Proposal Form

Submitted on 11/07/2015 by Kevin Mickus ([Kevinmickus@missouristate.edu](mailto:Kevinmickus@missouristate.edu)).**\*All fields require input**

This proposal applies to:

- An existing COURSE
- An existing REGULAR (e.g. permanent) SECTION of a variable content course.

Existing Course:

GLG594 Global Tectonics

Will this proposal need to be reviewed by CGEIP?  No  YesWill this proposal need to be reviewed by EPPC?  No  Yes

Online catalog description.

Prerequisite: GLG 314. The fundamental basis of plate tectonics. Topics covered include geophysical methods, plate motion theory, fundamental properties of plate boundaries, formation of sedimentary basins and orogenic belts. May be taught concurrently with GLG 694. Cannot receive credit for both GLG 594 and GLG 694. 3(3-0) S

Reason for proposed Deletion

We are renumbering the course to GLG 794 so it will be for graduate students only

How did you determine the need for this change? Check all boxes that apply or specify other.

- Routine or annual review/assessment of curriculum  Faculty Input  Student Input
- Accreditation/certification compliance  Review of catalog information
- Other (be specific):

What is the date that this course change was approved by departmental or program faculty?

10/02/2015

**Current Status:**

College Council Review

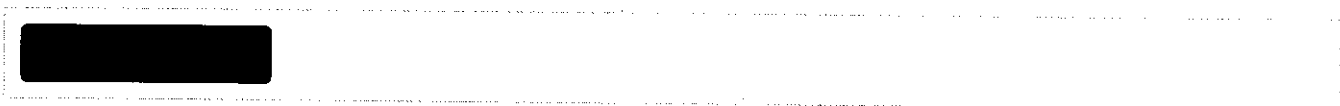
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**Proposal Progress:**

11/09/2015 - Submitted by Department Head (Toby Dogwiler)

**Review Comments:**

No comments have been added to this proposal.



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Missouri State.

Curricular Action Workflow



Missouri State > Computer Services - MIS > Curricular Action Workflow > CAW - New Program Proposal Form

# New Program Proposal Form

Submitted on 12/14/2015 by Douglas Gouzie ([Douglasgouzie@missouristate.edu](mailto:Douglasgouzie@missouristate.edu)).

This form is to be used for internal Missouri State approval of any proposal for a new program involving two or more courses, including any new graduate program, new undergraduate major (whether comprehensive or non-comprehensive), new option within an existing program (whether graduate or undergraduate), new minor, new certificate, or new certification program.

New graduate programs, new undergraduate majors, and certificate programs involving more than 18 credit hours require approval by the CBHE as well as approval through the Missouri State curricular process. CBHE applications for such programs are processed through the Office of Institutional Research. All proposals for new programs requiring CBHE approval should progress through the Missouri State curricular process accompanied by a draft of the required CBHE documentation.

Department:

Geography, Geology, & Planning

Proposed Program Title:

Graduate Certificate in Environmental Monitoring and Sampling

Choose One:

- Major (Non-Comprehensive/Graduate Program)
- Minor
- Academic Rules
- Certificate
- Other
- Comprehensive Major
- Certification
- Option

Degree or Certificate Applicability:

GRCT - Graduate Certificate

General Education Courses Required:

none

Total Hours: 0

(4)

**General Education Courses Recommended:**

none

Total Hours: 0

**Requirements (including Admission) and Limitations for Specific Degree/Program:**

Courses should be selected in consultation with and approved by the program coordinator and departmental Director of Graduate Studies to insure proper prerequisites are satisfied and that duplication is avoided. A summary of planned course offerings is listed below. At least 3 hours of 700-level coursework must be included in each students' program of coursework.

Required 2 out of 3 courses:

GLG 680 Geochemistry

GLG 782 Groundwater Contamination

GLG 690 Applied Geophysics

Electives. Take 2 out of these 6 courses

GLG 647 Water Resources

GLG 672 Geohydrology

GLG 673 Engineering Geology

GRY 731 Environmental Assessment

CHM 760 Environmental Chemistry

GEO 770 Advanced Field and Laboratory Methods

Other courses approved by the program coordinator and the departmental Director of Graduate Studies may be substituted for any of the above listed courses on a case-by-case basis. However, the certificate program coordinator (in consultation with the departmental Director of Graduate Studies) must approve the substitution prior to the student enrolling in a course.

**Admission criteria**

The Environmental Monitoring and Sampling Certificate program is open to all persons holding a BS, BA, MS, or PhD degree. Students must, of course, satisfy all prerequisites for any courses they take in the program; or they must obtain instructor approval to waive any prerequisites. Once admitted to the program, the student must take a minimum of four courses as designated and approved by the program director and must have an average cumulative grade point average of 3.00 or better to receive the certificate.

Total Hours: 12

**Courses Required in Department:**

Required 2 out of 3 courses:

GLG 680 Geochemistry

GLG 782 Groundwater Contamination

GLG 690 Applied Geophysics

Total Hours: 6-12

**Courses Required in Other Departments:**



(4)

Electives. Take 2 out of these 6 courses

GLG 647 Water Resources

GLG 672 Geohydrology

GLG 673 Engineering Geology

GRY 731 Environmental Assessment

CHM 760 Environmental Chemistry

GEO 770 Advanced Field and Laboratory Methods

Total Hours: 0-3

**Prerequisites for Required Courses:**

none required

**Recommended Electives in Department:**

GLG110 or GRY142, GLG332, GLG333, GLG340

Total Hours: 14

**Recommended Electives in Other Departments:**

CHM160

[MTH280 or 288, PHY124 or 204- depending on option chosen by student]

Total Hours: 4 - 12

**Limitations on Electives:**

none known

Please attach the following documents: (only one file may be attached for each requirement; accepts file types of PDF, DOC or DOCX)

1. Statement of Rationale: Attached
2. Estimated costs for first five years: Attached
3. Complete catalog description (including new courses and course changes pending approval): Attached
4. CBHE Application (if applicable): Not Attached

\*Note: For new programs requiring CBHE approval, CBHE forms NP, PS, and PG will satisfy #1 and CBHE form FP will satisfy #2.

What is the date that this new program was approved by departmental or program faculty? (MM/DD/YYYY)

11/06/2015

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**Current Status:**

Grad Council Review

**Proposal Progress:**

01/04/2016 - Submitted by Department Head (Toby Dogwiler)

01/04/2016 - Reviewed by Dean (Tamera Jahnke)

**Review Comments:**

No comments have been added to this proposal.



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## Environmental Monitoring and Sampling Graduate Certificate

### Rationale:

This Graduate Certificate is being offered using existing courses within the MS in Geospatial Sciences program and related courses within the university (e.g., CHM760- Environmental Chemistry). Discussions with recent alumni suggest that a local market (greater Springfield area) now exists which would be interested in a focused 12-hour certificate (especially if the 12 hours might be able to count toward a Master of Science degree in the future). Multiple local consulting firms and regional offices of the Missouri Department of Natural Resources have many staff with day-to-day duties of Environmental Monitoring, Environmental Sampling, or oversight and review of monitoring or sampling projects. Although many of these firms employ persons who hold a Masters degree or higher, many of their entry level field-staff do not yet hold Masters' degrees. These entry-level persons are the primary target audience for this certificate – as they may see the certificate as an enhancement to their resumes – and, their employers and supervisors (who may wish to refresh their skills or even learn specific new skills not covered in detail during their academic careers) form a secondary audience for this Certificate.

Because all of the Certificate courses are already being offered within the existing MS in Geospatial Sciences program (in Department of Geography, Geology, and Planning), it appears that offering this certificate would be 'low-hanging fruit' which may capture new enrollments and which might even attract some students to continue on and apply to the full MS in Geospatial Sciences program. It also appears that this certificate –being only 12 hours – does not need CBHE approval.

### Program description

This certificate program is designed to provide graduate-level education in environmental monitoring and sampling including environmental application of geochemistry, water chemistry, sediment quality, groundwater and karst, and geophysical methods to sample and characterize soils, sediments and water to assess the degree and amount of potential contamination. It is anticipated that this program would be attractive to working professionals in such organizations as the US Geological Survey, the Missouri Department of Natural Resources, Environmental Consulting Companies, Non-Profit environmental organizations and Earth science high school educators. This certificate is being offered by the Department of Geography, Geology and Planning at Missouri State University.

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## Environmental Monitoring and Sampling Graduate Certificate

### Cost Estimate for First Five Years:

New Courses or Faculty: Estimated costs = \$ 0

This Graduate Certificate is being offered using existing courses within the MS in Geospatial Sciences program and related courses within the university (e.g., CHM760- Environmental Chemistry).

New Facilities or Instrumentation: Estimated costs = \$ 0

This Graduate Certificate is being offered using existing courses within the MS in Geospatial Sciences program and related courses within the university, therefore no additional facilities or instrumentation are anticipated.

New Marketing or Recruiting Materials: Estimated costs = \$ 0

GGP may soon apply for a Graduate College Recruiting Grant for our existing MS in Geospatial Sciences in Geography, Geology, and Planning and Graduate Certificate in Geospatial Sciences, however, no unique, separate recruiting funds are anticipated as necessary for the proposed Environmental Monitoring and Sampling Graduate Certificate. We anticipate that word-of-mouth advertising among local alumni and local firms employing our graduates will provide the bulk of the students for the proposed certificate, with our normal departmental graduate program marketing materials (and website) providing the remainder at no additional cost.

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# Environmental Monitoring and Sampling Graduate Certificate

## Program description

This certificate program is designed to provide graduate-level education in environmental monitoring and sampling including environmental application of geochemistry, water chemistry, sediment quality, groundwater and karst, and geophysical methods to sample and characterize soils, sediments and water to assess the degree and amount of potential contamination. It is anticipated that this program would be attractive to working professionals in such organizations as the US Geological Survey, the Missouri Department of Natural Resources, Environmental Consulting Companies, Non-Profit environmental organizations and Earth science high school educators. This certificate is being offered by the Department of Geography, Geology and Planning at Missouri State University.

## Completion requirements

Students must have an overall grade point average of 3.00 for completion of the certificate program.

## Curriculum (12 hours total)

Courses should be selected in consultation with and approved by the program coordinator and departmental Director of Graduate Studies to insure proper prerequisites are satisfied and that duplication is avoided. A summary of planned course offerings is listed below. At least 3 hours of 700-level coursework must be included in each students' program of coursework.

Required 2 out of 3 courses:

GLG 680 Geochemistry

GLG 782 Groundwater Contamination

GLG 690 Applied Geophysics

Electives. Take 2 out of these 6 courses

GLG 647 Water Resources

GLG 672 Geohydrology

GLG 673 Engineering Geology

GRY 731 Environmental Assessment

CHM 760 Environmental Chemistry

GEO 770 Advanced Field and Laboratory Methods

Other courses approved by the program coordinator and the departmental Director of Graduate Studies may be substituted for any of the above listed courses on a case-by-case basis. However, the certificate program coordinator (in consultation with the departmental Director of Graduate Studies) must approve the substitution prior to the student enrolling in a course.

## Admission criteria

The Environmental Monitoring and Sampling Certificate program is open to all persons holding a BS, BA, MS, or PhD degree. Students must, of course, satisfy all prerequisites for any courses they take in the program; or they must obtain instructor approval to waive any prerequisites. Once admitted to the program, the student must take a minimum of four courses as designated and approved by the program director and must have an average cumulative grade point average of 3.00 or better to receive the certificate.

Students who complete the four-course requirements for the certificate with a grade of B or better in each course may be admitted directly to the respective MS program in Geospatial Sciences in Geography, Geology and Planning if they so choose. This admission does not waive the necessity for students to take required prerequisites for other required courses that are part of the MS program. The certificate credits taken will count toward the requirement for their MS degree.