

Change Course Proposal Form

Submitted on 12/10/2022 by Xiaomin Qiu (Qiu@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:

GEO568 Thematic Cartography

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

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

Is there a graduate/undergraduate parallel course to this one? No Yes

Enter parallel course number

GEO668 Thematic Cartography

How do these classes differ?

This graduate parallel course required a final project that should reflect solid skills and knowledge about data processing, analysis and presentation at graduate student level, 20% of grade content. Another Change Course Proposal Form will be submitted accordingly for the same changes.

Current online catalog description:

GEO 568 Thematic Cartography

Prerequisite: GEO 363. Theoretical and applied aspects of map design in thematic mapping, animated mapping, interactive and web mapping. Emphasis will be applying computer-assisted mapping techniques of the problems of effective and efficient communication of spatial data. May be taught concurrently with GEO 668. Cannot receive credit for both GEO 568 and GEO 668. 3(2-2) F

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

↶ ↷ **B** *I* ~~S~~

~~GEO 568 Thematic Cartography~~ **Geovisualization**

~~Prerequisite: GEO 363. Theoretical and applied aspects of map design in thematic mapping, animated mapping, interactive and web mapping. Emphasis will be applying computer-assisted mapping techniques of the problems of effective and efficient communication of spatial data.~~ **Visualization of geographic data and analysis is becoming increasingly important for communicating and understanding the environment and society. This course will focus on using novel geovisualization techniques and tools to bring visualization of geographic data and analysis to life.** May be taught concurrently with GEO 668. Cannot receive credit for both GEO 568 and GEO 668. 3(2-2) F

POWERED BY TINYMCE 

What is changing? Check all boxes that apply.

- | | | | |
|---|---|---|---------------------------------------|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input checked="" type="checkbox"/> Title | <input type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input checked="" type="checkbox"/> Description | |

Reason for proposed change

The contents and themes covered in the course remain focused on mapping principles and techniques. However, advances in software and hardware have shifted cartography from a two-dimensional, paper-based discipline to a digital-based process that includes both two- and three-dimensional mapping and analysis. The name Geovisualization more accurately represents the current state of the field and will be more relatable to students and employers.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

Explain.

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
- Student Input
- Accreditation/certification compliance
- Review of catalog information

Other (be specific):

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)

12/09/2022

Current Status:

College Council Review

Proposal Progress:

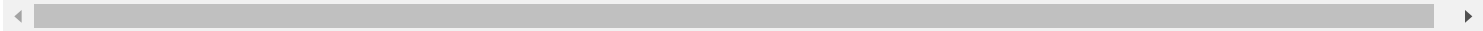
12/12/2022 - Submitted by Department Head (Toby Dogwiler)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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Change Course Proposal Form

Submitted on 12/10/2022 by Xiaomin Qiu (Qiu@missouristate.edu).

***All fields require input**

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

Existing Course:

GEO668 Thematic Cartography

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

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

Is there a graduate/undergraduate parallel course to this one? No Yes

Enter parallel course number

GEO568 Thematic Cartography

How do these classes differ?

This undergraduate parallel course required more focus on exams and lab assignments, 85% of grade content. Another Change Course Proposal Form is being submitted accordingly for the same changes.

Current online catalog description:

GEO 668 Thematic Cartography

Recommended Prerequisite: GEO 363. Theoretical and applied aspects of map design in thematic mapping, animated mapping, interactive and web mapping. Emphasis will be applying computer-assisted mapping techniques of the problems of effective and efficient communication of spatial data. May be taught concurrently with GEO 568. Cannot receive credit for both GEO 568 and GEO 668. 3(2-2) F

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

↶ ↷ **B** *I* ~~S~~

GEO 668 Thematic Cartography **Geovisualization**

Recommended Prerequisite: GEO 363. ~~Theoretical and applied aspects of map design in thematic mapping, animated mapping, interactive and web mapping. Emphasis will be applying computer-assisted mapping techniques of the problems of effective and efficient communication of spatial data.~~ **Visualization of geographic data and analysis is becoming increasingly important for communicating and understanding the environment and society. This course will focus on using novel geovisualization techniques and tools to bring visualization of geographic data and analysis to life.** May be taught concurrently with GEO 568. Cannot receive credit for both GEO 568 and GEO 668. 3(2-2) F

POWERED BY TINYMCE

What is changing? Check all boxes that apply.

- | | | | |
|---|---|---|---------------------------------------|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (Check Availability) | <input checked="" type="checkbox"/> Title | <input type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input checked="" type="checkbox"/> Description | |

Reason for proposed change

The contents and themes covered in the course remain focused on mapping principles and techniques. However, advances in software and hardware have shifted cartography from a two-dimensional, paper-based discipline to a digital-based process that includes both two- and three-dimensional mapping and analysis. The name Geovisualization more accurately represents the current state of the field and will be more relatable to students and employers.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

Explain.

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
- Student Input
- Accreditation/certification compliance
- Review of catalog information

Other (be specific):

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)

12/09/2022

Current Status:

Dean Review

Proposal Progress:

12/12/2022 - Submitted by Department Head (Toby Dogwiler)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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Change Course Proposal Form

Submitted on 11/03/2022 by Liza Cobos (LizaCobos@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:

HSP430 Special Event Planning

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

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

Is there a graduate/undergraduate parallel course to this one? No Yes

Current online catalog description:

HSP 430 Special Event Planning

Prerequisite: HSP 321. In-depth analysis of management and operational challenges involved in planning and deploying events as they relate to the hospitality industry. 3(3-0) F,S

Revise the current online catalog description as needed: (Strikethrough all deletions and insert/bold new information. Any content that is copied and pasted will lose existing formatting; please review prior to submission.)

↶ ↷ **B** *I* ~~S~~

HSP 430 Special Event Planning

Prerequisite: ~~HSP 321~~ **HSP 210 and Junior Standing**. In-depth analysis of management and operational challenges involved in planning and deploying events as they relate to the hospitality industry. 3(3-0) F,S

POWERED BY TINYMCE

What is changing? Check all boxes that apply.

- | | | | |
|---|--|--------------------------------------|--|
| <input type="checkbox"/> Course Code | <input type="checkbox"/> Course Number (<u>Check Availability</u>) | <input type="checkbox"/> Title | <input checked="" type="checkbox"/> Prerequisite |
| <input type="checkbox"/> Credit Hours/Contact Hours | <input type="checkbox"/> Periodicity | <input type="checkbox"/> Description | |

Reason for proposed change

Facilitate non-hospitality leadership majors completing certificates without additional prerequisites.

Does this change affect course assessment (e.g. student learning evidence/outcomes)? No Yes

Explain.

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

- | | | |
|--|---|---|
| <input type="checkbox"/> Routine or annual review/assessment of curriculum | <input checked="" type="checkbox"/> Faculty Input | <input checked="" type="checkbox"/> Student Input |
| <input type="checkbox"/> Accreditation/certification compliance | <input checked="" type="checkbox"/> Review of catalog information | |
| <input type="checkbox"/> Other (be specific): | | |

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)

10/26/2022

Current Status:

College Council Review

Proposal Progress:

11/03/2022 - Submitted by Department Head (Kara Wolfe)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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Last Updated: 10/17/2022 14:58 [Contact Information](#)

New Course Proposal Form

Submitted on 11/03/2022 by Liza Cobos (LizaCobos@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

HSP

Course Number: ([Check Availability](#))

380

Course Title:

Be the boss: A guidebook to Hospitality Innovation

Will this course become part of a program? No Yes (A corresponding program change form must be submitted)

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

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

Prerequisite/Co-requisite or enter 'None':

HSP 220, MTH 130 or higher, Hospitality Leadership major or enrolled in certificate program

Catalog Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

This course is designed to examine and explore the world of business ownership within the hospitality field through strategic innovation. Students will study concepts, practices, and theories geared toward preparing them for a career path as a strategic innovator.

265/30000 character limit.

Credit Hours:

3 ▾

Lecture Contact Hours:

3 ▾

Lab Contact Hours:

0 ▾

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- Fall
 Fall (even-numbered years only)
 Fall (odd-numbered years only)
- Spring
 Spring (even-numbered years only)
 Spring (odd-numbered years only)
- Summer
 On Demand only

Complete Catalog Description:

HSP 380 Be the boss: A guidebook to Hospitality Innovation

Prerequisite: HSP 220, MTH 130 or higher, Hospitality Leadership major or enrolled in certificate program

This course is designed to examine and explore the world of business ownership within the hospitality field through strategic innovation. Students will study concepts, practices, and theories geared toward preparing them for a career path as a strategic innovator.

Credit hours: 3 Lecture contact hours: 3 Lab contact hours: 0

Typically offered: Fall (odd-numbered years only)

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

Sample syllabus attached.

25/30000 character limit.

Attached [View Attachment](#)

Purpose of Course

This course is designed to examine and explore the world of business ownership within the hospitality field through strategic innovation. Students will study concepts, practices, and theories geared toward preparing them for a career path as a strategic innovator. Areas including, but not limited to, finances & funding, marketing, and branding, and business plan development will be discussed and put into practice. The course will include a business development project that will bring the content learned to application.

525/30000 character limit.

Relationship to Other Departments

none

4/30000 character limit.

Is there a graduate/undergraduate parallel course to this one? No Yes

Enter parallel course number

nullnull null

How do these classes differ?

Empty text area for describing differences between classes.

0/30000 character limit.

New Course Resource Information

Anticipated Average Enrollment per section:

Maximum Enrollment Limit per section:

Anticipated Average Enrollment per semester:

Maximum Enrollment Limit per semester:

Anticipated Average Enrollment per year:

Maximum Enrollment Limit per year:

Faculty Load Assignment (equated hours):

Is another course being deleted? No Yes

Select course number and title being deleted.

nullnull null

What will this course require in the way of:

Additional library Holdings

none

4/30000 character limit.

Additional computer resources

none

4/30000 character limit.

Additional or remodeled facilities

none

4/30000 character limit.

Additional equipment or supplies

none

4/30000 character limit.

Additional travel funds

none

4/30000 character limit.

Additional faculty; general vs specialized

none

4/30000 character limit.

Additional faculty; regular vs per-course

none

4/30000 character limit.

Other additional expenses

none

4/30000 character limit.

If additional faculty are not required, how will faculty be made available to teach this course?

The hospitality leadership department head will realign course offerings to fit in faculty course load.

103/30000 character limit.

List names of current faculty qualified and available to teach this course

Matt Bekebrede

14/30000 character limit.

What is the anticipated source of students for this course?

Hospitality leadership majors

29/30000 character limit.

If from within the department, will students be taking this course in addition to or in place of other courses?

This course will be offered as an elective, it could be in addition to or instead of current electives.

104/30000 character limit.

If from outside the department, which courses in other departments would most likely be affected?)

n/a

3/30000 character limit.

Other comments:

New course was reviewed and approved by the HL faculty.

56/30000 character limit.

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

10/26/2022

Current Status:

College Council Review

Proposal Progress:

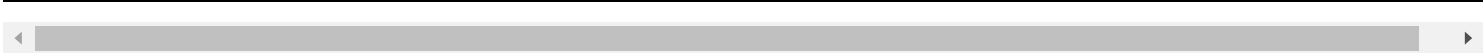
11/03/2022 - Submitted by Department Head (Kara Wolfe)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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Missouri State
U N I V E R S I T Y

Course Syllabus

HSP 380 – Be the Boss: A Guidebook to Hospitality Innovation

MISSION OF THE DEPARTMENT OF HOSPITALITY LEADERSHIP

The Department of Hospitality Leadership at Missouri State University is committed to creating an environment of academic excellence. We prepare our students to be ethical leaders in the hospitality and tourism industries by providing an environment where meaningful learning and development is a priority. We serve our constituencies through quality teaching, community engagement, and relevant focused research.

COMMUNICATION EXPECTATIONS:

Please use ONLY your MSU email when sending email correspondence to me in this course. I teach multiple courses each semester and it will help me assist you faster if you include the course name and section number in the subject line of your email. Not including this information could delay my response to you. While I will monitor emails on the evenings and weekends, please understand if you send an email after 5 pm or on the weekend you may not receive a reply until normal working hours. I will use the announcements section in Blackboard to post course information, reminders, and other important information. Please make sure you check the announcement section regularly.

STUDENT SUCCESS AND INCLUSIVITY:

At Missouri State University we are committed to your success and the creation of an environment where all students are welcome. As a community of learners, we acknowledge the value in the engagement and exchange of ideas with individuals, whose backgrounds may be different than our own.

A key element to your success as a student is to actively engage in the course activities, with your peers, and me - your instructor. If you anticipate or experience academic barriers during the course, contact me right away so we can discuss options for addressing those barriers. Missouri State University (as an institution) and I (as a human being and instructor of this course) are committed to full inclusion in education for all persons. Services and reasonable accommodations are available to persons with temporary and permanent disabilities, to students facing mental health or other personal challenges, and to students with other kinds of learning challenges. Please let me know if there are circumstances affecting your ability to participate in class. Some resources that might be of use include:

- [Disability Resource Center](#)
- [Counseling Center](#)
- [Multicultural Center](#)

- [Academic Advising & Transfer Center](#)

COURSE INFORMATION:

Course Description: This course is designed to examine and explore the world of business ownership within the hospitality field through strategic innovation. Students will study concepts, practices, and theories geared toward preparing them for a career path as a strategic innovator. Areas including, but not limited to, finances & funding, marketing, and branding, and business plan development will be discussed and put into practice. The course will include a business development project that will bring the content learned to application.

Prerequisites: HSP 220, MTH 130 or higher, Hospitality Leadership major or enrolled in certificate program

Course Format: Seated, Blackboard enhanced

Classroom Location: TBD

Meeting Days and Times: TBD

LEARNING OUTCOMES and COURSE OBJECTIVES:

Program Learning Outcomes:

- PLO 1: Identify and apply the knowledge and skills necessary for hospitality and tourism operations.
- PLO 2: Develop and integrate a core set of business skills necessary to successfully operate a hospitality and tourism organization.
- PLO 3: Demonstrate competence in the communication skills necessary for hospitality and tourism management.
- PLO 4: Formulate business decisions in hospitality and tourism management.
- PLO 5: Evaluate leadership principles necessary in the diverse and global hospitality and tourism industry.

Overall Course Learning Objectives:

Upon completion of this course, you will be able to:

- Recognize hospitality innovation. (PLO 1, PLO 5)
- Evaluate the necessary components involved in starting and operating a business in the hospitality field. (PLO 1, PLO 2, PLO 4)
- Analyze the financial processes involved in innovation, including the associated risks. (PLO 2, PLO 4)
- Analyze the legal aspects involved when operating a business in the hospitality industry. (PLO 2, PLO 4)
- Analyze the social responsibility involved in innovation. (PLO 3, PLO 5)
- Create documents required for the building of a business in the hospitality field, including, but not limited to, business plans, financial forecasts, and needs assessments. (PLO 2, PLO 3, PLO 4)

REQUIRED COURSE MATERIALS:

Textbook: TBD

Technology:

The use of technology is a part of our everyday lives at the university and there is important information you should know about your own computer's capabilities, Internet access, Blackboard, and other technology tools whether you are participating in a classroom on campus or taking an online class.

Computer Requirements:

For information on the basic computer requirements to be successful in class visit the [Knowledge Base for Computer Requirements](#) on the Missouri State University website.

Blackboard:

Blackboard will be used for this course. Announcements tool to post information about the course as the semester progresses. All course assessments will be submitted through Blackboard (this includes any written assignments, quizzes, tests, etc.). You will also have access to view your grades through the My Grades link so you can stay up to date on how you are doing in the course. If you are unfamiliar with how to use Blackboard, review [Blackboard Basics for Students](#) on the Computer Services Knowledge Base.

Blackboard Ally

To help ensure you have access to your digital learning materials in formats that work for your different devices, learning needs, and preferences, Blackboard includes a new tool called Ally. Next to your course files, you'll find an icon for a dropdown menu. Simply click the icon and select "Alternative Formats." You'll see a list of options from which to choose. Download speed will depend on the size file.

Depending on the type of document, you may find some or all of the options below available:

- An OCR'd PDF which is used to improve the text of scanned documents
- A Tagged PDF with improved navigation, especially if you use a screen reader
- An HTML version that will be adjusted text for your mobile devices
- An ePub version if you use an eReader or tablet
- An Electronic Braille version if you're a braille reader
- An audio version for listening to an MP3
- BeeLine Reader used to add a color gradient technique to enhance focus and increase reading speeds

Explore the [Accessibility website](#) to learn about ways we are working to improve accessibility at MSU.

COURSE SPECIFIC POLICIES:

A variety of different assignment types will be utilized for this course. All assignments will be discussed in class, as well as a full description offered on Blackboard. All assignments are to be turned in on or before the designated due date. **Late work will NOT be accepted.** Only emergency situations will be considered as a valid excuse for a make-up assignment and the instructor must be notified in advance.

Participation/Attendance:

Attendance is required for this course, not attending class will greatly impact your overall grade and make it difficult to fully succeed. During class sessions you will be expected to participate in the discussion at hand, for each class period there will be 10 points available to earn, your participation in the discussion will determine your grade.

Missing Class If You Are Sick:

While missing class is usually not advisable, it is important to stay home when sick to avoid the spread of communicable illness. If you are sick or not feeling well, please do not come to class but rather seek medical attention from your doctor or at Magers Health and Wellness Center. They can

provide you a medical excuse and advise you when it is safe to return to class. Contact your instructor to let them know that you are sick and will not be in class. By working with your instructor, you will be able to keep up with readings and assignments through the Blackboard course site.

Late Homework Policy:

Late work will NOT be accepted. Only emergency situations will be considered as a valid excuse for a make-up assignment and the instructor must be notified in advance.

Course Grading:

The total number of points available for this course can be found on the course calendar. This is subject to adjustments throughout the semester for a variety of reasons. Assignments, quizzes, or tests may be deleted or added. If any adjustments occur, you will be notified in advance of these adjustments and an updated course calendar will be posted on Blackboard.

Final grades will be determined using the total points you earned during the semester:

| PERCENTAGE | GRADE |
|------------|-------|
| 100 - 90 | A |
| 89 - 80 | B |
| 79 - 70 | C |
| 69 - 60 | D |
| 59 - 0 | F |

HOW TO BE SUCCESSFUL IN THIS COURSE:

To be successful in this course, I ask that you focus on these key things:

- Be prepared. This course asks that you prepare for class by reading and reviewing content on a weekly basis. As your instructor, I will guide your learning and facilitate discussion.
- Be an active participant. To be successful in this class, you must be involved and participate in the learning process.
- Take steps to avoid distractions while you are working on homework.
- Be respectful. In this course, we will be exposed to a variety of backgrounds and opinions that may differ from our own. Everyone in this class should feel comfortable expressing their viewpoints and concerns. We are each an important part of creating the atmosphere that makes this possible.
- Act with integrity. As a part of a learning community, you are expected to choose to act with integrity in all your classes, including this one. For clarification on academic integrity and to avoid unintentionally violating academic integrity, read the Academic Integrity policy listed on the [University Policy website](#). If you have any questions about what constitutes a violation in academic integrity, or any other issues related to academic integrity please ask me.

UNIVERSITY POLICIES:

The purpose of the [University Syllabus Policy Statements](#) is to support teaching and learning on the Missouri State campus. The established policies are in place to ensure that students, faculty, and staff may pursue academic endeavors with as few obstacles as possible.

As a student at Missouri State University, you are a part of the university community therefore, you are responsible for familiarizing yourself with the [University Syllabus Policy Statements](#). These policies cover topics such as nondiscrimination, disability accommodation, academic integrity, among many others. For program and course specific policies please refer to the individual course syllabus provided by your instructor.

CULTURAL COMPETENCE:

Cultural Competence, as one of the pillars of the Public Affairs Mission at Missouri State University (MSU), is the capacity to empathize with and ability to effectively and appropriately interact with people who have different backgrounds. These individuals and groups include, but are not limited to, differences in nationality, culture, religion, ethnicity, race, gender, age, sexual orientation, gender expression, disability, and socio-economic status. Cultural consciousness involves developing an understanding of how these differences impact access to higher education and inclusion in the broader community. Cultural competence requires both humility and a lifelong pursuit of knowledge and awareness of differences relative to one's own worldview (Statement jointly developed by the Provost Diversity Council and The Office of Diversity and Inclusion, May 2021).

COPYRIGHT & FAIR USE STATEMENT:

This course may contain copyrighted material, the use of which may not have been specifically authorized by the copyright owner. This material is available to explain issues relevant to the course or to illustrate the use and benefits of an educational tool. The material contained in this course is distributed without profit for research and educational purposes. Only small portions of the original work are being used and those could not be used easily to duplicate the original work. This should constitute a ‘fair use’ of any such copyrighted material (referenced and provided for in section 107 of the US Copyright Law).

If you wish to use any copyrighted material from this course for purposes of your own that go beyond ‘fair use’, you must obtain expressed permission from the copyright owner.

STATEMENT OF FLEXIBILITY:

Please note that the course calendar, my office hours, etc. are subject to change due to inclement weather, student needs, instructional delays, etc. I will communicate any changes that may occur in class (when possible) and through the course announcements on Blackboard.

COURSE OUTLINE / TENTATIVE SCHEDULE:

| Date | Day | Topic | Notes / Assignments |
|-----------|---------|--------------------------------------|---------------------|
| W1 | | | |
| 8/22 | Tuesday | Course Introduction, Syllabus Review | |

| | | | |
|------|----------|--|--|
| 8/24 | Thursday | Introduction to Hospitality Innovation | |
|------|----------|--|--|

W2

| | | | |
|------|----------|--|--|
| 8/29 | Tuesday | Ethics & Social Responsibility | |
| 8/31 | Thursday | Creativity & Innovation: Keys to Success | |

W3

| | | | |
|-----|----------|---------------------------------------|--|
| 9/5 | Tuesday | Strategic Management | |
| 9/7 | Thursday | Launching a Venture: Entry Strategies | |

W4

| | | | |
|------|----------|-----------------------------|--|
| 9/12 | Tuesday | The Franchise Route | |
| 9/14 | Thursday | Buying an Existing Business | |

W5

| | | | |
|------|----------|---|--|
| 9/19 | Tuesday | Starting from the Ground Up: Feasibility Analysis & Modeling | |
| 9/21 | Thursday | Starting from the Ground Up: Writing an Effective Business Plan | |

W6

| | | | |
|------|----------|---------------------------|--|
| 9/26 | Tuesday | Business Plan Workshop | |
| 9/28 | Thursday | Who's Your Target Market? | |

W7

| | | | |
|------|----------|---|--|
| 10/3 | Tuesday | Creating Marketing Plans | |
| 10/5 | Thursday | Creative Use of Advertising and Promotion | |

W8

| | | | |
|-------|----------|----------------------------------|--|
| 10/10 | Tuesday | E-Commerce: Impacts to Your Idea | |
| 10/12 | Thursday | No Class – Fall Break | |

W9

| | | | |
|-------|----------|---------------------------------|--|
| 10/17 | Tuesday | Creating a Solid Financial Plan | |
| 10/19 | Thursday | Managing Cash Flow | |

W10

| | | | |
|-------|----------|-------------------------------------|--|
| 10/24 | Tuesday | Sources of Financing: Equity & Debt | |
| 10/26 | Thursday | Sources of Financing: Bank Loans | |

W11

| | | | |
|-------|----------|---|--|
| 10/31 | Tuesday | Putting Your Plan in Motion: Location, Layout, and Facility | |
| 11/2 | Thursday | Avoiding Setbacks in the Early Days | |

W12

| | | | |
|------|----------|-----------------------------------|--|
| 11/7 | Tuesday | Managing Inventory & Supply Chain | |
| 11/9 | Thursday | Leadership in Business | |

W13

| | | | |
|-------|----------|---|--|
| 11/14 | Tuesday | Finding Your Key Players: Staffing Your Company | |
| 11/16 | Thursday | The Legal Environment: Protecting Your Business | |

W14

| | | | |
|-------|----------|-------------------------------|--|
| 11/21 | Tuesday | No Class – Thanksgiving Break | |
| 11/23 | Thursday | No Class – Thanksgiving Break | |

W15

| | | | |
|-------|----------|--|--|
| 11/28 | Tuesday | The Legal Environment: Protecting Yourself | |
| 11/30 | Thursday | Business Plan Presentations (In Class) | |

W16

| | | | |
|------|----------|--|--|
| 12/5 | Tuesday | Business Plan Presentations (In Class) | |
| 12/7 | Thursday | Business Plan Presentations (In Class) | |

New Program Proposal Form

Submitted on 11/03/2022 by Liza Cobos (LizaCobos@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:

Hospitality Leadership

Proposed Program Title:

Event Planning Certificate

Choose One:

- | | |
|---|--|
| <input type="radio"/> Non-Comprehensive Undergraduate Major | <input type="radio"/> Option |
| <input type="radio"/> Comprehensive Undergraduate Major | <input type="radio"/> Minor |
| <input type="radio"/> Graduate Program | <input checked="" type="radio"/> Certificate |

(Note: If the option you need is not listed above contact curriculum@missouristate.edu)

Does this program include any new courses?

- No Yes (A corresponding new course form must be submitted to create each new course.)

Select Degree Type (or Select Graduate Certificate or Undergraduate Certificate):

UGCT - Undergraduate Certificate

General Education Courses Required:

n/a

Total Hours: 0

General Education Courses Recommended:

n/a

Total Hours: 0

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

Regular university admissions

Total Hours: 0

Courses Required in Department:

- 1. HSP 210(2), 215(3), HSP 380 (3), HSP 430(3).
- 2. One course from: HSP 330(3), 409(3)

Total Hours: 14

Courses Required in Other Departments:

n/a

Total Hours: 0

Prerequisites for Required Courses:

HSP 220 OR MTH 130

Recommended Electives in Department:

n/a

Total Hours: 0

Recommended Electives in Other Departments:

n/a

Total Hours: 0

Limitations on Electives:

n/a

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* [View Attachment](#)
2. Estimated costs for first five years: *Attached* [View Attachment](#)
3. Complete catalog description (including new courses and course changes pending approval): *Attached* [View Attachment](#)
4. Complete a new program application for the Missouri Department of Higher Education and Workforce Development (MDHEWD).

(NOTE: New Minors do not require this form. Certificates with 18 hours or less do not require this form. Originators may skip this step entirely for these types of new programs.)

- A. Use the templates to complete an MDHEWD application.
[New Undergraduate Major \(or certificate with more than 18 hours\)](#) | [New Graduate Program \(Master's Specialist, or certificate with more than 18 hours\)](#) For new Doctoral Program contact Associate Provost Julie Masterson for MDHEWD forms and process.
- B. Upload and attach the completed MDHEWD application. *Not Attached*

* Contact Associate Provost Julie Masterson for assistance completing MDHEWD forms.

** The Office of Institutional Research (IR) will submit these application forms to the state after the new program has been fully approved through the curricular process.

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

10/26/2022

Current Status:

College Council Review

Proposal Progress:

11/03/2022 - Submitted by Department Head (Kara Wolfe)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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Last Updated: 10/17/2022 14:58 [Contact Information](#)

Event planning certificate rationale

Prepare students for careers in event planning. Other hospitality programs currently offer an event planning major. The Hospitality Leadership department is trying to remain competitive and attractive to hospitality students.

Event planning certificate Cost

The HL department head is rearranging course offerings to accommodate the new certificate. No financial commitment needed from the University.

Event planning certificate Catalog Description

This certificate provides an education experience in the event planning discipline. Students will receive concentrated instruction on a number of pertinent aspects related to the event planning industry.

Program requirement (14)

1. HSP 210(2), 215(3), HSP 380 (3), HSP 430(3).
2. One course from: HSP 330(3), 409(3)
3. All candidates must satisfy the General University Certificate Requirements.

Completion requirement

Attain a grade of C or better in all courses used to fulfill certificate requirements.

New Course Proposal Form

Submitted on 11/03/2022 by Tiglet Besara (TigletBesara@MissouriState.edu).

***All fields require input**

- New COURSE
- New REGULAR PERMANENT SECTION of an existing variable content course. If a new regular section of an existing variable topics course, enter the existing course number below

Course Code:

PHY

Course Number: ([Check Availability](#))

496

Course Title:

Capstone Physics

Will this course become part of a program? No Yes (A corresponding program change form must be submitted)

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

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

Prerequisite/Co-requisite or enter 'None':

At least 20 hours of Physics courses at the 200 and 300 level

Catalog Course Description: (Include any Pass/Not Pass grading restrictions, repeatable limits, limitation on course applicability, UG/GR parallel course, etc.)

The goal of this course is to provide senior-level students with current research-level information in physics, astronomy, and materials science to help them make post-graduate decisions. This course will involve current research reviews, also including insights into ethics, historical ethnic bias, and the trends in equity and inclusion. Public Affairs Capstone Experience course.

382/30000 character limit.

Credit Hours:

2 ▾

Lecture Contact Hours:

2 ▾

Lab Contact Hours:

0 ▾

Note: If variable credit, enter the highest number and add to end of course description. (e.g. "Variable credit, may be taken 1-3 hours.")

Periodicity. Check all that apply.

- | | | | | | |
|-------------------------------------|--------|--------------------------|-----------------------------------|--------------------------|----------------------------------|
| <input type="checkbox"/> | Fall | <input type="checkbox"/> | Fall (even-numbered years only) | <input type="checkbox"/> | Fall (odd-numbered years only) |
| <input checked="" type="checkbox"/> | Spring | <input type="checkbox"/> | Spring (even-numbered years only) | <input type="checkbox"/> | Spring (odd-numbered years only) |
| <input type="checkbox"/> | Summer | <input type="checkbox"/> | On Demand only | | |

Complete Catalog Description:

PHY 496 Capstone Physics

Prerequisite: At least 20 hours of Physics courses at the 200 and 300 level

The goal of this course is to provide senior-level students with current research-level information in physics, astronomy, and materials science to help them make post-graduate decisions. This course will involve current research reviews, also including insights into ethics, historical ethnic bias, and the trends in equity and inclusion. Public Affairs Capstone Experience course.

Credit hours: 2 Lecture contact hours: 2 Lab contact hours: 0

Typically offered: Spring

Include sample syllabus (list topics, course goals.) Use text box OR upload only file types of PDF, DOC or DOCX.

0/30000 character limit.

Attached [View Attachment](#)

Purpose of Course

The purpose of this course is to provide an alternative to the undergraduate research combined course sequence of PHY 386(1) and PHY 486(1) (Undergraduate Research I and II).

A sizable fraction of our majors are not interested in the research aspect of a Physics degree: their post-graduation plans do not include graduate school but rather to join the industrial workforce. As such, we want to provide these students with an alternative to actually performing research but still give them knowledge on the latest research being performed in the areas of physics, astronomy, and materials science.

Some of our majors who are more interested in entering the industrial workforce upon graduation complete all their course work but fail to complete or enroll in the 2 credit hours of PHY 386 and PHY 486 left, therefore fail to complete their B.S. Physics degree. These students seem to not want to do the independent work that is typically involved in a research project. This course will provide the students an in-class, seated alternative to the actual performance of research so that they can finish their degree and graduate.

Overall, this course will improve retention and degree completion in the department.

1216/30000 character limit.

Relationship to Other Departments

None

4/30000 character limit.

Is there a graduate/undergraduate parallel course to this one? No Yes

Enter parallel course number

nullnull null

How do these classes differ?

Empty text box for describing differences between classes.

0/30000 character limit.

New Course Resource Information

Anticipated Average Enrollment per section:

15

Maximum Enrollment Limit per section:

20

Anticipated Average Enrollment per semester:

15

Maximum Enrollment Limit per semester:

20

Anticipated Average Enrollment per year:

15

Maximum Enrollment Limit per year:

20

Faculty Load Assignment (equated hours):

2

Is another course being deleted? No Yes

Select course number and title being deleted.

nullnull null

What will this course require in the way of:

Additional library Holdings

None

4/30000 character limit.

Additional computer resources

None

4/30000 character limit.

Additional or remodeled facilities

None

4/30000 character limit.

Additional equipment or supplies

None

4/30000 character limit.

Additional travel funds

None

4/30000 character limit.

Additional faculty; general vs specialized

None

4/30000 character limit.

Additional faculty; regular vs per-course

None

4/30000 character limit.

Other additional expenses

None

4/30000 character limit.

If additional faculty are not required, how will faculty be made available to teach this course?

Current faculty in the department can teach this course as a part of their regular teaching load.

97/30000 character limit.

List names of current faculty qualified and available to teach this course

T. Besara, D. Cornelison, K. Ghosh, R. Mayanovic, S. Mitra, S. Morrison, E. Redd, M. Reed, R. Sakidja

101/30000 character limit.

What is the anticipated source of students for this course?

Majors in the BSc of Physics program and interested students from other departments.

84/30000 character limit.

If from within the department, will students be taking this course in addition to or in place of other courses?

In place of PHY 386(1) and PHY 486(1).

38/30000 character limit.

If from outside the department, which courses in other departments would most likely be affected?)

None

4/30000 character limit.

Other comments:

None

4/30000 character limit.

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

11/03/2022

Current Status:

College Council Review

Proposal Progress:

11/04/2022 - Submitted by Department Head (Robert Mayanovic)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

PHY 496: Capstone Physics

Credit Hours: 2

Pass/Not Pass

Spring 2023

Dr. Tiglet Besara

tigletbesara@missouristate.edu

Office: Kemper Hall 103K

Phone: 417-836-6298

The syllabus is subject to changes and students will be made aware of any changes.

Class Hours: Wednesday 3:00 pm – 5:00 pm

Location: Kemper Hall 206

Office Hours: Monday and Friday, 11:00 am – 1:00 pm

Course Description:

The goal of this course is to provide senior-level students with current research-level information in physics, astronomy, and materials science to help them make post-graduate decisions. This course will involve current research reviews, also including insights into ethics, historical ethnic bias, and the trends in equity and inclusion.

This is a Public Affairs Capstone Experience course.

Prerequisites:

At least 20 hours of Physics courses at the 200 and 300 level.

Textbook and Content:

No textbook. Research papers will be assigned and handed out to the students.

Course Format:

This is a seated class which meets to discuss research papers and have students present to the rest of the class.

Course Outline:

- One paper per week will be assigned for the students to read.
- Within a week, each student must turn in a written report, summarizing the objectives, methods, and conclusions of the assigned paper.

- One student will be chosen in advance to give a short oral presentation on the paper to the class, after which the class discusses the paper.
- Each student will present at least once to the rest of the class.

Learning Objectives:

Students will develop knowledge of research being made on recent and relevant topics in the fields of physics, astronomy, and materials science.

Grading:

This course is graded as Pass/Not Pass. To successfully pass the course, a student must present at least once to the class, complete written reports on assigned papers, and participate in the in-class discussions.

University Syllabus Policy Statements: missouristate.edu/evpprovost/bbsyllabus.htm

Since we are likely to see ongoing changes in common course policies, the University have gathered all the **common course policies on one website** for easy access. Refer to this website to familiarize yourself with the University Syllabus Policy Statements. This is also **linked directly via Blackboard**. The purpose of the University Syllabus Policy Statements is to support teaching and learning on the Missouri State campus. The established policies are in place to ensure that students, faculty, and staff may pursue academic endeavors with as few obstacles as possible. As a student at Missouri State University, you are a part of the university community therefore, you are responsible for familiarizing yourself with the University Syllabus Policy Statements. These policies cover topics such as nondiscrimination, disability accommodation, academic integrity, among many others.

Missing class if you are sick:

While missing class is usually not advisable, it is important to **stay home when sick to avoid the spread of communicable illness**. If you are sick or not feeling well, please do not come to class but rather seek medical attention from your doctor or at Magers Health and Wellness Center. They can advise you when it is safe to return to class. Contact me to let me know that you are sick and will not be in class.

Delete Course Proposal Form

Submitted on 12/14/2022 by Tiglet Besara (TigletBesara@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:

PHY602 Physics and Astronomy By Inquiry

Is this course a requirement or course choice within any current program, including those outside your department?

- No
- Yes (A corresponding program change course form must be submitted to remove the deleted course from the program requirements. You should also notify other departments using this course of your plans to delete the course.)

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

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

Online catalog description.

Prerequisite: PHY 101. This course is a continuation of PHY 101. Additional topics in mechanics, optics, heat, electricity and magnetism will be covered. The course will also include an introduction to Astronomy. Concepts will be explored using the inquiry approach. Will not count towards a major or minor in physics. May be taught concurrently with PHY 501. Cannot receive credit for both PHY 501 and PHY 602. 2(1-2) F

Reason for proposed Deletion

PHY 501 was required for Middle School education students but has been removed from the College of Education program. COE has submitted the corresponding program change. PHY 501 was not taken by other students.

PHY 501 has gone through EPPC Review and has moved forward for deletion. PHY 602 is the corresponding graduate level course of PHY 501 and should then also be removed.

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):

PHY 501 has been removed from the COE program and was not taken by other students. Therefore, the graduate level corresponding course PHY 602 should also be removed.

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

12/14/2022

Current Status:

Department Head Review

Proposal Progress:

This proposal is waiting for its first review.

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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Change Program Proposal Form

Submitted on 11/03/2022 by Tiglet Besara (TigletBesara@MissouriState.edu).

Department:

Physics, Astronomy, & Mat Sci

Type of Program

Choose One:

- Non-Comprehensive Undergraduate Major
 Option
 Comprehensive Undergraduate Major
 Minor
 Graduate Program
 Certificate

Does this program include any new courses?

- No
 Yes (A corresponding new course form must be submitted to create each new course.)

Title of Program Affected:

Physics/Astronomy and Astrophysics-BS

Current Catalog Description: *(Either cut and paste present description from online catalog **OR** provide as an attachment below)*

Major core (56 hours):

1. Specific General Education requirement: ENG 321(3).
2. PHY 110(2), 203(5), 204(5), 291(3), 319(3), 325(3), 333(3), 343(3), 353(3), 375(3), 385(2), 386(1), 486(1).
3. Related requirements: MTH 261(5), 280(5), 302(3), 303(3).
4. Public Affairs Capstone Experience will be fulfilled by completion of PHY 385(2), 386(1) and 486(1).

Not Attached

Complete New Catalog Description: *(Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to*

submission] **OR** provide as an attachment below)

Major core (56 hours):

1. Specific General Education requirement: ENG 321(3).
2. PHY 110(2), 203(5), 204(5), 291(3), 319(3), 325(3), 333(3), 343(3), 353(3), 375(3), 385(2), ~~386(1), 486(1)~~.
- 3. PHY 386(1) and 486(1), or PHY 496(2).**
- ~~34.~~ Related requirements: MTH 261(5), 280(5), 302(3), 303(3).
- 45. Public Affairs Capstone Experience will be fulfilled by completion of PHY 385(2), ~~386(1) and 486(1)~~ and; either 386(1) and 486(1), or 496(2).**

POWERED BY TINYMCE

Not Attached

Total Hours:

What is changing? Check all boxes that apply:

- Title change
- Adding option to an existing program (major)
- Deleting option from an existing program (major)
- Adding existing course(s) totaling credits
- Adding newly created course(s) totaling credits

(Note: A new course proposal must be submitted for each new course)

- Deleting courses from the program (major)

(Note: A Delete Course Proposal form must be submitted if deleting course from catalog.)

- Changing admission requirements
- Other

Reason for Proposed Change:

We are adding a new course to our major core: PHY 496(2) Capstone Physics. Only the major core will be affected.

The purpose of this course is to provide an alternative to the undergraduate research combined course sequence of PHY 386(1) and PHY 486(1) (Undergraduate Research I and II). The range of total hours needed to graduate will not be affected.

A sizable fraction of our majors are not interested in the research aspect of a Physics degree: their post-graduation plans do not include graduate school but rather to join the industrial workforce. As such, we want to provide these students with an alternative to actually performing research but still give them knowledge on the latest research being performed in the areas of physics, astronomy, and materials science.

Some of our majors who are more interested in entering the industrial workforce upon graduation complete all their course work but fail to complete or enroll in the 2 credit hours of PHY 386 and PHY 486 left, therefore fail to complete their B.S. Physics degree. These students seem to not want to do the independent work that is typically involved in a research project. This course will provide the students an in-class, seated alternative to the actual performance of research so that they can finish their degree and graduate.

Overall, this course will improve retention and degree completion in the department.

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

11/03/2022

Current Status:

College Council Review

Proposal Progress:

11/04/2022 - Submitted by Department Head (Robert Mayanovic)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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Change Program Proposal Form

Submitted on 11/03/2022 by Tiglet Besara (TigletBesara@MissouriState.edu).

Department:

Physics, Astronomy, & Mat Sci

Type of Program**Choose One:**

- | | |
|--|-----------------------------------|
| <input type="radio"/> Non-Comprehensive Undergraduate Major | <input type="radio"/> Option |
| <input checked="" type="radio"/> Comprehensive Undergraduate Major | <input type="radio"/> Minor |
| <input type="radio"/> Graduate Program | <input type="radio"/> Certificate |

Does this program include any new courses?

- No Yes (A corresponding new course form must be submitted to create each new course.)

Title of Program Affected:

Physics/Career Prep Physics-BS

Current Catalog Description: *(Either cut and paste present description from online catalog **OR** provide as an attachment below)*

Major core (56 hours):

1. Specific General Education requirement: ENG 321(3).
2. PHY 110(2), 203(5), 204(5), 291(3), 319(3), 325(3), 333(3), 343(3), 353(3), 375(3), 385(2), 386(1), 486(1).
3. Related requirements: MTH 261(5), 280(5), 302(3), 303(3).
4. Public Affairs Capstone Experience will be fulfilled by completion of PHY 385(2), 386(1) and 486(1).

Not Attached

Complete New Catalog Description: *(Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)*

Major core (56 hours):

1. Specific General Education requirement: ENG 321(3).
2. PHY 110(2), 203(5), 204(5), 291(3), 319(3), 325(3), 333(3), 343(3), 353(3), 375(3), 385(2), ~~386(1), 486(1)~~.
- 3. PHY 386(1) and 486(1), or PHY 496(2).**
- ~~34.~~ Related requirements: MTH 261(5), 280(5), 302(3), 303(3).
- 45. Public Affairs Capstone Experience will be fulfilled by completion of PHY 385(2), ~~386(1) and 486(1)~~ and; either 386(1) and 486(1), or 496(2).**

POWERED BY TINYMCE

Not Attached

Total Hours:

What is changing? Check all boxes that apply:

- Title change
- Adding option to an existing program (major)
- Deleting option from an existing program (major)
- Adding existing course(s) totaling credits
- Adding newly created course(s) totaling credits

(Note: A new course proposal must be submitted for each new course)

- Deleting courses from the program (major)
(Note: A Delete Course Proposal form must be submitted if deleting course from catalog.)
- Changing admission requirements
- Other

Reason for Proposed Change:

We are adding a new course to our major core: PHY 496(2) Capstone Physics. Only the major core will be affected.

The purpose of this course is to provide an alternative to the undergraduate research combined course sequence of PHY 386(1) and PHY 486(1) (Undergraduate Research I and II). The range of total hours needed to graduate will not be affected.

A sizable fraction of our majors are not interested in the research aspect of a Physics degree: their post-graduation plans do not include graduate school but rather to join the industrial workforce. As such, we want to provide these students with an alternative to actually performing research but still give them knowledge on the latest research being performed in the areas of physics, astronomy, and materials science.

Some of our majors who are more interested in entering the industrial workforce upon graduation complete all their course work but fail to complete or enroll in the 2 credit hours of PHY 386 and PHY 486 left, therefore fail to complete their B.S. Physics degree. These students seem to not want to do the independent work that is typically involved in a research project. This course will provide the students an in-class, seated alternative to the actual performance of research so that they can finish their degree and graduate.

Overall, this course will improve retention and degree completion in the department.

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

11/03/2022

Current Status:

College Council Review

Proposal Progress:

11/04/2022 - Submitted by Department Head (Robert Mayanovic)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

Copy As New Proposal

MAKE YOUR MENT.

Change Program Proposal Form

Submitted on 11/03/2022 by Tiglet Besara (TigletBesara@MissouriState.edu).

Department:

Physics, Astronomy, & Mat Sci

Type of Program

Choose One:

- Non-Comprehensive Undergraduate Major
 Option
 Comprehensive Undergraduate Major
 Minor
 Graduate Program
 Certificate

Does this program include any new courses?

- No
 Yes (A corresponding new course form must be submitted to create each new course.)

Title of Program Affected:

Physics/Materials Physics-BS

Current Catalog Description: *(Either cut and paste present description from online catalog **OR** provide as an attachment below)*

Major core (56 hours):

1. Specific General Education requirement: ENG 321(3).
2. PHY 110(2), 203(5), 204(5), 291(3), 319(3), 325(3), 333(3), 343(3), 353(3), 375(3), 385(2), 386(1), 486(1).
3. Related requirements: MTH 261(5), 280(5), 302(3), 303(3).
4. Public Affairs Capstone Experience will be fulfilled by completion of PHY 385(2), 386(1) and 486(1).

Not Attached

Complete New Catalog Description: *(Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)*

Major core (56 hours):

1. Specific General Education requirement: ENG 321(3).
2. PHY 110(2), 203(5), 204(5), 291(3), 319(3), 325(3), 333(3), 343(3), 353(3), 375(3), 385(2), ~~386(1)~~, ~~486(1)~~.
- 3. PHY 386(1) and 486(1), or PHY 496(2).**
- ~~34.~~ Related requirements: MTH 261(5), 280(5), 302(3), 303(3).
- 45. Public Affairs Capstone Experience will be fulfilled by completion of PHY 385(2), ~~386(1)~~ and ~~486(1)~~ and; either 386(1) and 486(1), or 496(2).**

POWERED BY TINYMCE

Not Attached

Total Hours:

What is changing? Check all boxes that apply:

- Title change
- Adding option to an existing program (major)
- Deleting option from an existing program (major)
- Adding existing course(s) totaling credits
- Adding newly created course(s) totaling credits

(Note: A new course proposal must be submitted for each new course)

- Deleting courses from the program (major)

(Note: A Delete Course Proposal form must be submitted if deleting course from catalog.)

- Changing admission requirements
- Other

Reason for Proposed Change:

We are adding a new course to our major core: PHY 496(2) Capstone Physics. Only the major core will be affected.

The purpose of this course is to provide an alternative to the undergraduate research combined course sequence of PHY 386(1) and PHY 486(1) (Undergraduate Research I and II). The range of total hours needed to graduate will not be affected.

A sizable fraction of our majors are not interested in the research aspect of a Physics degree: their post-graduation plans do not include graduate school but rather to join the industrial workforce. As such, we want to provide these students with an alternative to actually performing research but still give them knowledge on the latest research being performed in the areas of physics, astronomy, and materials science.

Some of our majors who are more interested in entering the industrial workforce upon graduation complete all their course work but fail to complete or enroll in the 2 credit hours of PHY 386 and PHY 486 left, therefore fail to complete their B.S. Physics degree. These students seem to not want to do the independent work that is typically involved in a research project. This course will provide the students an in-class, seated alternative to the actual performance of research so that they can finish their degree and graduate.

Overall, this course will improve retention and degree completion in the department.

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

11/03/2022

Current Status:

College Council Review

Proposal Progress:

11/04/2022 - Submitted by Department Head (Robert Mayanovic)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

Copy As New Proposal

MAKE YOUR **MENT.**

Change Program Proposal Form

Submitted on 11/03/2022 by Tiglet Besara (TigletBesara@MissouriState.edu).

Department:

Physics, Astronomy, & Mat Sci

Type of Program**Choose One:**

- | | |
|--|-----------------------------------|
| <input type="radio"/> Non-Comprehensive Undergraduate Major | <input type="radio"/> Option |
| <input checked="" type="radio"/> Comprehensive Undergraduate Major | <input type="radio"/> Minor |
| <input type="radio"/> Graduate Program | <input type="radio"/> Certificate |

Does this program include any new courses?

- No Yes (A corresponding new course form must be submitted to create each new course.)

Title of Program Affected:

Physics/Teaching Prep Physics-BS

Current Catalog Description: *(Either cut and paste present description from online catalog **OR** provide as an attachment below)*

Major core (56 hours):

1. Specific General Education requirement: ENG 321(3).
2. PHY 110(2), 203(5), 204(5), 291(3), 319(3), 325(3), 333(3), 343(3), 353(3), 375(3), 385(2), 386(1), 486(1).
3. Related requirements: MTH 261(5), 280(5), 302(3), 303(3).
4. Public Affairs Capstone Experience will be fulfilled by completion of PHY 385(2), 386(1) and 486(1).

Not Attached

Complete New Catalog Description: *(Either provide the revised description in the text area below [strikethrough all deletions and insert/bold new information - any content that is copied and pasted will lose existing formatting; please review prior to submission] **OR** provide as an attachment below)*

Major core (56 hours):

1. Specific General Education requirement: ENG 321(3).
2. PHY 110(2), 203(5), 204(5), 291(3), 319(3), 325(3), 333(3), 343(3), 353(3), 375(3), 385(2), ~~386(1)~~, 486(1).
- 3. PHY 386(1) and 486(1), or PHY 496(2).**
- ~~34.~~ Related requirements: MTH 261(5), 280(5), 302(3), 303(3).
- 45. Public Affairs Capstone Experience will be fulfilled by completion of PHY 385(2), ~~386(1) and 486(1) and;~~ either 386(1) and 486(1), or 496(2).**

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Not Attached

Total Hours:

What is changing? Check all boxes that apply:

- Title change
- Adding option to an existing program (major)
- Deleting option from an existing program (major)
- Adding existing course(s) totaling credits
- Adding newly created course(s) totaling credits

(Note: A new course proposal must be submitted for each new course)

- Deleting courses from the program (major)

(Note: A Delete Course Proposal form must be submitted if deleting course from catalog.)

- Changing admission requirements
- Other

Reason for Proposed Change:

We are adding a new course to our major core: PHY 496(2) Capstone Physics. Only the major core will be affected.

The purpose of this course is to provide an alternative to the undergraduate research combined course sequence of PHY 386(1) and PHY 486(1) (Undergraduate Research I and II). The range of total hours needed to graduate will not be affected.

A sizable fraction of our majors are not interested in the research aspect of a Physics degree: their post-graduation plans do not include graduate school but rather to join the industrial workforce. As such, we want to provide these students with an alternative to actually performing research but still give them knowledge on the latest research being performed in the areas of physics, astronomy, and materials science.

Some of our majors who are more interested in entering the industrial workforce upon graduation complete all their course work but fail to complete or enroll in the 2 credit hours of PHY 386 and PHY 486 left, therefore fail to complete their B.S. Physics degree. These students seem to not want to do the independent work that is typically involved in a research project. This course will provide the students an in-class, seated alternative to the actual performance of research so that they can finish their degree and graduate.

Overall, this course will improve retention and degree completion in the department.

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

11/03/2022

Current Status:

College Council Review

Proposal Progress:

11/04/2022 - Submitted by Department Head (Robert Mayanovic)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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New Interdisciplinary Program Proposal Form

Submitted on 11/30/2022 by Ajay Katangur (AjayKatangur@MissouriState.edu).

This special form is to be used for internal Missouri State approval of a new Interdisciplinary program involving two or more academic departments/schools including graduate programs, undergraduate majors (comprehensive or non-comprehensive), minors, graduate certificates, undergraduate certificates.

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.

Only select departments with at least 9 hours or at least 30% of total program hours.

Sponsoring Department (1): (responsible for administration and budget)

Computer Science

Sponsoring Department (2):

Geography, Geology, & Planning

Sponsoring Department (3): (if applicable)

Sponsoring Department (4): (if applicable)

Proposed Program Title:

Undergraduate Certificate in Geospatial Analytics and Computing

Choose One:

- Major (Non-Comprehensive/Graduate Program)
- Minor
- Graduate Certificate
- Comprehensive Major
- Undergraduate Certificate
- Master's Degree

Select Degree Type (or Select Graduate Certificate or Undergraduate Certificate):

UGCT - Undergraduate Certificate

General Education Courses Required:

None

Total Hours: 0

General Education Courses Recommended:

None

Total Hours: 0

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

Admission Requirements

None

Course Requirements (13 credit hours)

- CSC 130 The World of Computer Science
- CSC 330 Data Science
- GEO 363 Introduction to Geographic Information Systems
- GEO 360 Interpretation of Aerial Photography OR GEO 561 Applied Geographic Information Science

Total Hours: 13

Prerequisites for Required Courses:

None

Recommended Electives:

None

Total Hours: 0

Limitations on Electives:

None

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* [View Attachment](#)
2. Estimated costs for first five years: *Attached* [View Attachment](#)
3. Complete catalog description (including new courses and course changes pending approval): *Attached* [View Attachment](#)
4. Complete a new program application for the Missouri Department of Higher Education and Workforce Development (MDHEWD).

(NOTE: New Minors do not require this form. Certificates with 18 hours or less do not require this form. Originators may skip this step entirely for these types of new programs.)

- A. Use the templates to complete an MDHEWD application.
[New Undergraduate Major \(or certificate with more than 18 hours\)](#) | [New Graduate Program \(Master's Specialist, or certificate with more than 18 hours\)](#) For new Doctoral Program contact Associate Provost Julie Masterson for MDHEWD forms and process.
- B. Upload and attach the completed MDHEWD application. *Not Attached*

* Contact Associate Provost Julie Masterson for assistance completing MDHEWD forms.

** The Office of Institutional Research (IR) will submit these application forms to the state after the new program has been fully approved through the curricular process.

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

05/13/2022

Current Status:

College Council Review

Proposal Progress:

11/30/2022 - Submitted by Department Head (Ajay Katangur)

11/30/2022 - Submitted by Department Head (Toby Dogwiler)

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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Last Updated: 10/17/2022 14:58 [Contact Information](#)

Interdisciplinary Undergraduate Certificate Geospatial Analytics and Computing

Statement of Rationale

The Department of Computer Science and the Department of Geography, Geology and Planning are offering a joint undergraduate certificate in Geospatial Analytics and Computing. The program draws upon faculty expertise in both departments, providing interdisciplinary training in spatial data analysis and computation, both of which characterize Geographic Information Systems (GIS) in most career paths. Computational geospatial skills are in high demand in local, regional, and national job markets such as government agencies, industry or consulting careers, and graduate school.

**Interdisciplinary Undergraduate Certificate
Geospatial Analytics and Computing**

Estimated Cost for First Five Years

None

Interdisciplinary Undergraduate Certificate Geospatial Analytics and Computing

Complete Catalog Description

The Geospatial Analytics and Computing undergraduate certificate is a 13-credit hour program designed to teach students to identify, analyze and understand spatial patterns, with an emphasis on computation and analytical problem solving

Admission Requirements

None

Course Requirements (13 credit hours)

- CSC 130 The World of Computer Science
- CSC 330 Data Science
- GEO 363 Introduction to Geographic Information Systems
- GEO 360 Interpretation of Aerial Photography **OR** GEO 561 Applied Geographic Information Science

New Interdisciplinary Program Proposal Form

Submitted on 11/30/2022 by Ajay Katangur (AjayKatangur@MissouriState.edu).

This special form is to be used for internal Missouri State approval of a new Interdisciplinary program involving two or more academic departments/schools including graduate programs, undergraduate majors (comprehensive or non-comprehensive), minors, graduate certificates, undergraduate certificates.

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.

Only select departments with at least 9 hours or at least 30% of total program hours.

Sponsoring Department (1): (responsible for administration and budget)

Computer Science

Sponsoring Department (2):

Geography, Geology, & Planning

Sponsoring Department (3): (if applicable)

Physics, Astronomy, & Mat Sci

Sponsoring Department (4): (if applicable)

Proposed Program Title:

Graduate Certificate in Data Analysis in Applied Sciences

Choose One:

- Major (Non-Comprehensive/Graduate Program)
 Minor
 Graduate Certificate
- Comprehensive Major
 Undergraduate Certificate
 Master's Degree

Select Degree Type (or Select Graduate Certificate or Undergraduate Certificate):

GRCT - Graduate Certificate

General Education Courses Required:

None

Total Hours: 0

General Education Courses Recommended:

None

Total Hours: 0

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

Requirements and Limitations for Specific Program

Bachelor's degree and a 2.75 overall GPA

Courses Required

6 Credit Hours Core:

CSC 612 Advanced Database System Concepts, and CSC 630 Introduction to Data Science OR CSC 635 Data Mining

6 Credit Hours From:

- GEO 662 Internet Geospatial Science
- GEO 669 Landscape Analysis
- GRY 708 The Philosophy of Sustainability
- PHY 692 Computational Methods and Data Analysis in Physical Sciences
- MAT 792 Introduction to Computational Materials Science

Total Hours: 12

Prerequisites for Required Courses:

CSC 612 – None
 CSC 630 – None
 CSC 635 – Recommended prerequisite: the equivalent of CSC 232
 GEO 662 – Recommended prerequisite: GEO 561 or GEO 661
 GEO 669 – Recommended prerequisite: GEO 363 or GEO 657
 GRY 708 – None
 PHY 692 – PHY 291 or permission of the instructor
 MAT 792 – PHY 575 or PHY 675 or equivalent Introduction to Quantum Mechanics course

Recommended Electives:

None

Total Hours: 0

Limitations on Electives:

None

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* [🔍 View Attachment](#)
2. Estimated costs for first five years: *Attached* [🔍 View Attachment](#)
3. Complete catalog description (including new courses and course changes pending approval): *Attached* [🔍 View Attachment](#)
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- A. Use the templates to complete an MDHEWD application.
[New Undergraduate Major \(or certificate with more than 18 hours\)](#) | [New Graduate Program \(Master's Specialist, or certificate with more than 18 hours\)](#) For new Doctoral Program contact Associate Provost Julie Masterson for MDHEWD forms and process.
- B. Upload and attach the completed MDHEWD application. *Not Attached*

* Contact Associate Provost Julie Masterson for assistance completing MDHEWD forms.

** The Office of Institutional Research (IR) will submit these application forms to the state after the new program has been fully approved through the curricular process.

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

05/13/2022

Current Status:

Department Head Review

Proposal Progress:

This proposal is waiting for its first review.

Review Comments:

No comments have been added to this proposal.

No review notes have been added.

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**Interdisciplinary Graduate Certificate
Data Analysis in Applied Sciences (DAAS)**

Statement of Rationale

The Data Analysis in Applied Sciences Graduate Certificate aims to provide professionals with advanced knowledge of concepts in and applications of data analysis. Data analysis and its applications are a field of high industry demand and growing interest in academia.

**Interdisciplinary Graduate Certificate
Data Analysis in Applied Sciences (DAAS)**

Estimated Cost for First Five Years

NONE

**Interdisciplinary Graduate Certificate
Data Analysis in Applied Sciences (DAAS)**

Complete Catalog Description

The Data Analysis in Applied Sciences Graduate Certificate is a 12-credit hour program designed to provide advanced proficiency in the concepts and applications of data analysis in the sciences.

Admission Requirements

Bachelor's degree with a GPA of 2.75 or higher.

Course Requirements (12 credit hours)

- 6 Credit Hours Core: CSC 612 and CSC 630 or CSC 635
- 6 Credit Hours from: GEO 662, or GEO 669, or GRY 708, or PHY 692, or MAT 792