FORM A
College of Education & Human Services
Revised 05/08/2009

PROPOSAL SUMMARY AND ROUTING FORM

Proposal Title: **Elimination of BS in Training in Business and Industry**

Initiating Unit or Individual: **School of Education**

Contact Person's Name: **Liza Ing**  e-mail: **ingl@ferris.edu**  phone: **x5362**

Date or Term of Proposal Implementation: **2011-01**

- [x] Group I - A – New degree/major or major, redirection of a current offering, or elimination of a degree, major or minor
- [ ] Group I - B – New minors or concentrations
- [ ] Group II - A – Minor curriculum clean-up and course changes
- [ ] Group II - B – New Course
- [ ] Group III - Certificates
- [ ] Group IV – Off-Campus Programs

<table>
<thead>
<tr>
<th>Group/Individual</th>
<th>Signature</th>
<th>Date</th>
<th>Vote/Action *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Faculty</td>
<td>Clarice Rehm</td>
<td>4-7-10</td>
<td>Support</td>
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<tr>
<td>Department Faculty</td>
<td>Freda T. S.</td>
<td>4-26-10</td>
<td>Support with Concerns</td>
</tr>
<tr>
<td>Department Head</td>
<td>Liza Ing</td>
<td>4/20/10</td>
<td>Support with Concerns</td>
</tr>
<tr>
<td>College Curriculum Committee</td>
<td>Y. Ishizoh</td>
<td>5-2-10</td>
<td>X Support</td>
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<tr>
<td>Dean</td>
<td>Michelle Jenkins</td>
<td>5/4/10</td>
<td>Support with Concerns</td>
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<td>University Curriculum Committee</td>
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<td>9/3/10</td>
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<td>Senate</td>
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<td>10/5/10</td>
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<tr>
<td>Academic Affairs</td>
<td></td>
<td>10/6/10</td>
<td>Support with Concerns</td>
</tr>
</tbody>
</table>

* Support with Concerns or Not Support must include a list of specific concerns. Votes must be shown for faculty groups. Administrators check appropriate action taken.

To be completed by Academic Affairs  

President (Date Approved)  12-19-10  
Board of Trustees (Date Approved)  
President's Council (Date Approved)  1-21-11

VPAA
OCT 5 2010
PROVOST
1. Proposal Summary
   (Summary is generally less than one page. Briefly: state what is proposed with a summary of rationale and highlights.
   Additional rationale may be attached.)
   During the Academic Program Review process in 2007 it became clear that this was a program that had very few students enrolled or graduating from over the past 10 years. It was recommended by department faculty and the Academic Program Review committee that this program be discontinued.

2. Summary of All Course Action Required*
   
   a. Newly Created Courses to FSU:
      Prefix Number Title

   b. Courses to be Deleted From FSU Catalog:
      Prefix Number Title
      EDUC 405 Training in Organizations
      EDUC 406 Occupational Analysis & Needs Assessment
      ECTE 390 Adults in CTE

   c. Existing Course(s) to be Modified:
      Prefix Number Title

   d. Addition of existing FSU courses to program
      Prefix Number Title

   e. Removal of existing FSU courses from program
      Prefix Number Title
3. Summary of All Consultations

Form Sent (B or C) Date Sent Responding Dept. Date Received & by Whom

4. Will External Accreditation be Sought? (For new programs or certificates only)

__________ Yes ____________ No

If yes, name the organization involved with accreditation for this program.

5. Program Checksheets affected by this proposal.

FERRIS STATE UNIVERSITY
COLLEGE OF EDUCATION AND HUMAN SERVICES

BACHELOR OF SCIENCE DEGREE IN TRAINING IN BUSINESS AND INDUSTRY

NAME: ________________________________ SS#: ______________

Occupational Major: __________________________ Date Verified: __________ HPA: __________

Admission to the Training in Business and Industry curriculum requires the completion of one of the following:

1. An A.A.S. Degree with at least 40 semester hours in the occupational major and a minimum grade point average of 2.50 in the major courses.
OR

2. Occupational competence documented by the Michigan Occupational Competency Assessment Center (MOCAC).

<table>
<thead>
<tr>
<th>REQUIRED</th>
<th>PROFESSIONAL EDUCATION - 25 Credit Hours Required:</th>
<th>S.H.</th>
<th>GRADE</th>
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<tbody>
<tr>
<td>EDUC 251</td>
<td>Life Span Human Growth &amp; Development</td>
<td>3</td>
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<tr>
<td>EDUC 206</td>
<td>Educational Technology in the Secondary Classroom</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>EDUC 339</td>
<td>Instructional Planning and Practice</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>EDUC 400</td>
<td>Foundations in Career &amp; Technical Education</td>
<td>3</td>
<td></td>
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<tr>
<td>EDUC 405</td>
<td>Training in Organizations</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>EDUC 406</td>
<td>Occupational Analysis &amp; Needs Assessment</td>
<td>3</td>
<td></td>
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<tr>
<td>EDUC 430</td>
<td>Instructional Delivery &amp; Evaluation</td>
<td>4</td>
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<tr>
<td>EDUC 439</td>
<td>Instructional Theory into Practice</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>EDUC 499</td>
<td>Professional Seminar</td>
<td>2</td>
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<td>TOTAL</td>
<td>25</td>
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FIELD EXPERIENCE - 18 Credit Hours Required:

<table>
<thead>
<tr>
<th>REQUIRED</th>
<th>PROFESSIONAL EDUCATION - 25 Credit Hours Required:</th>
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<th>GRADE</th>
</tr>
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<tbody>
<tr>
<td>EDUC 393</td>
<td>Training in Business &amp; Industry Work Experience (3 - 12 S.H.)</td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>

NOTE: STUDENTS MUST OBTAIN THE APPROPRIATE GPA FOR THEIR MAJOR/MINOR AS ESTABLISHED BY EACH DEPARTMENT. A 2.75 GPA IS REQUIRED IN THE PROFESSIONAL EDUCATION COURSE SEQUENCE. A 2.50 CUMULATIVE GPA IS ALSO REQUIRED BEFORE DIRECTED AND INTERNSHIP TEACHING.

Note: Though faculty advisors are responsible for advising students regarding degree requirements, it is the student who is ultimately responsible for choosing the correct courses and for following the correct program. No Grade Lower than a C. 5/06 sf
NAME: ____________________________  SS#: ____________  ____________

Occupational Major: ____________________________  Date Verified: ____________  HPA: ____________

Admission to the Training in Business and Industry curriculum requires the completion of one of the following:

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   OR

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<th>S.H</th>
<th>GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUC 289</td>
<td>Principles of Teaching and Learning</td>
<td>3</td>
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<tr>
<td>EDUC 206</td>
<td>Educational Technology in the Secondary Classroom</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ECTE 390</td>
<td>Adults in CTE</td>
<td>3</td>
<td></td>
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<td>Instructional Planning and Practice</td>
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<td>Instructional Delivery &amp; Evaluation</td>
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</tr>
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<td></td>
<td>TOTAL</td>
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<td></td>
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**FIELD EXPERIENCE - 18 Credit Hours Required:**

| EDUC 393 | Training in Business & Industry Work Experience (3 - 12 S.H.) | 9   |       |

**NOTE:** STUDENTS MUST OBTAIN THE APPROPRIATE GPA FOR THEIR MAJOR/MINOR AS ESTABLISHED BY EACH DEPARTMENT. A 2.75 GPA IS REQUIRED IN THE PROFESSIONAL EDUCATION COURSE SEQUENCE. A 2.50 CUMULATIVE GPA IS ALSO REQUIRED BEFORE DIRECTED AND INTERNSHIP TEACHING.

Note: Though faculty advisors are responsible for advising students regarding degree requirements, it is the student who is ultimately responsible for choosing the correct courses and for following the correct program.  4/04 jed
I. ACTION TO BE TAKEN: DELETE COURSE FROM CATALOG.

Note: Complete each section.

The course described below will be moved to inactive status.


II. CURRENT COURSE TO BE DELETED FROM THE ACTIVE STATUS:

Include the information that is in the current course database.

a. Course Prefix [EDUC]
b. Number [405]
c. Enter Contact Hours per week in boxes.
   LECTure [3] LAB [ ] INDependent Study – Check (x) [ ]
   Practicum: [ ] Seminar: [ ]

d. Full Course Title: [Training in Organizations]

UCC Chair Signature/Date: ___________________________ [1/1] "[Signature]

Academic Affairs Approval Signature/Date: ___________________________ [1/6/10]

Office of the Registrar use ONLY

Date Rec’d: _____ Date Completed: _____ Entered: SCACRSE [ ] SCADTL [ ] SCARRES [ ] SCAPREQ [ ]
I. ACTION TO BE TAKEN: DELETE COURSE FROM CATALOG.

Note: Complete each section.

The course described below will be moved to inactive status.

a. Term Effective: Term 01 Year 2011 See instructions.

II. CURRENT COURSE TO BE DELETED FROM THE ACTIVE STATUS:

Include the information that is in the current course database.

a. Course Prefix b. Number c. Enter Contact Hours per week in boxes.
EDUC 406 LECTure 3 LAB INDependent Study – Check (x) 
Practicum: Seminar: 

d. Full Course Title: Occupational Analysis and Needs Assessment

UCC Chair Signature/Date: Academic Affairs Approval Signature/Date:
_________________________ /1 /

Office of the Registrar use ONLY
Date Rec’d: Date Completed: Entered: SCACRSE SCADETL SCARRES SCAPREQ
I. ACTION TO BE TAKEN: DELETE COURSE FROM CATALOG.

Note: Complete each section.

The course described below will be moved to inactive status.

a. Term Effective: Term 01 Year 2011 See instructions.

II. CURRENT COURSE TO BE DELETED FROM THE ACTIVE STATUS:

Include the information that is in the current course database.

a. Course Prefix
ECTE

b. Number
390

c. Enter Contact Hours per week in boxes.
LECTure 3 LAB INDependent Study – Check (x) 0
Practicum: 0 Seminar: 0

d. Full Course Title: Adults in CTE

UCC Chair Signature/Date: ___________________________ 1/1

Academic Affairs Approval Signature/Date: ___________________________ 1/1/10

Office of the Registrar use ONLY
Date Rec’d: _____ Date Completed: _____ Entered: SCACRSE__ SCADETL__ SCARRIES__ SCAPREQ__
Attached is the approved curriculum proposal: Elimination of BS in Training in Business and Industry
Elise, the ECTE 390 is an experimental course and can only be offered twice. I would disregard Form F for the deletion of the ECTE 390: Adults in CTE.

Thank you for catching this.

Maureen Milzarski  
Office for Academic Affairs  
CSS 310  
591-3532

Elise M Gramza  
Sorry, I responded to the wrong email you sent....

From: Elise M Gramza/FSU  
To: Maureen Milzarski/FSU@Ferris  
Date: 10/14/2010 02:59 PM  
Subject: Re: Curriculum Proposal

Sorry, I responded to the wrong email you sent. I have attached it to this email. Page 7 is an F Form to have the course deleted.

Thanks!

Elise M. Gramza  
Ferris State University  
Registrar's Office Manager  
1201 S. State Street, CSS 201  
Big Rapids, MI 49307  
1-800-4-FERRIS  
Fax: (231) 591-2242  
Elise_M_Gramza@ferris.edu

Maureen Milzarski  
This is an old program "Wage Earning Home Ec..."

From: Maureen Milzarski/FSU  
To: Elise M Gramza/FSU@FERRIS  
Date: 10/14/2010 02:49 PM  
Subject: Re: Curriculum Proposal

This is an old program "Wage Earning Home Economics"

Not ECTE 390
Attached is the approved curriculum proposal: Elimination of BS in Training in Business and Industry
3d.6. Closure of the Bachelor of Science in Training in Business and Industry Degree Program

Moved by Trustee Cook, supported by Trustee Lakin, and unanimously carried that the Ferris State University Board of Trustees herby approves the following Resolution:

RESOLUTION

WHEREAS, the Bachelor of Science in Training in Business and Industry Degree Program was implemented Fall Semester 1993; and,

WHEREAS, during the 2009-2010 academic year, faculty and department personnel in the College of Education and Human Services determined that due to low enrollments, the Bachelor of Science in Training in Business and Industry Degree Program is no longer needed and should be removed from the University’s curriculum offerings; and,

WHEREAS, there are no students currently enrolled in the Bachelor of Science in Training in Business and Industry Degree Program; and,

WHEREAS, recommendation for the closure of the Bachelor of Science in Training in Business and Industry Degree Program was considered and supported by the Academic Program Review Council, the Dean of the College of Education and Human Services, the Academic Senate, and the Provost/ Vice President for Academic Affairs; and,

WHEREAS, President concurred with the recommendation of the Provost/Vice President for Academic Affairs and is hereby recommending the closure of the Bachelor of Science in Training in Business and Industry Degree Program; and,

WHEREAS, Board of Trustees approval is required for the closure of the degree program, pursuant to Board-approved Academic Affairs – Academic Programming policy, Section 3-201, Matters Reserved to the Board.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby accepts the recommendation of the University President that the Bachelor of Science in Training in Business and Industry Degree Program be closed, as of the end of Fall Semester 2010.

BE IT FURTHER RESOLVED that the Board of Trustees directs that no additional students shall henceforth be admitted to the Bachelor of Science in Training in Business and Industry Degree Program, all in accordance with applicable Board-approved policies and any pertinent provisions of the applicable collective bargaining agreement between the University and the Ferris Faculty Association, MEA/NEA.