**PROPOSAL SUMMARY AND ROUTING FORM**

**Proposal Title:** STQM 260 Course Clean-up

Initiating Unit or Individual: Marketing Department

Contact Person’s Name: Mike Cooper  e-mail: cooperm@ferris.edu phone: X2466

Date or Term of Proposal Implementation: Fall 2012

- [ ] 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
- [X] Group II - A – Minor curriculum clean-up and course changes
- [ ] Group II - B – New Course
- [ ] Group III - Certificates
- [ ] Group IV – Off-Campus Programs

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<th>Group/Individual</th>
<th>Signature</th>
<th>Date</th>
<th>Vote/Action</th>
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<td>Program Faculty</td>
<td>222</td>
<td>11/11/11</td>
<td>Support</td>
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<tr>
<td>Department Faculty</td>
<td>222</td>
<td>11/15/11</td>
<td>Support with Concerns</td>
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<tr>
<td>Department Head</td>
<td>222</td>
<td>11/18/11</td>
<td>Support with Concerns</td>
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<tr>
<td>College Curriculum Committee</td>
<td>Laura Diaz</td>
<td>12/6/11</td>
<td>Support</td>
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<td>Academic Affairs</td>
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<td>Support</td>
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* 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.

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To be completed by Academic Affairs

President (Date Approved)  Board of Trustees (Date Approved)  President's Council (Date Approved)
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.)

The Marketing program and Department are proposing changing the official cap for STQM 260 Introduction to Statistics from 35 to 30.

In the late 1990’s the statistics faculty researched effective classroom configuration and size to optimize student learning in the basic statistics course STQM 260. The result was the current configuration of BUS 310 Statistics Laboratory – which seats 30 students in 5 pods – six students per pod. Each pod is situated for maximum view of white board space on two wall and equipped with pc station to facilitate application of statistical software for the analysis of data. This configuration has proved effective over the years. Each statistics faculty in the COB has designed courseware around this configuration to maximize student learning.

A change in the official cap from 35 to 30 was planned to coincide with implementation of the statistics laboratory configuration. Apparently a request for approval of the new cap (30) was not initiated. Nonetheless, the statistics lab was designed to this cap and has been operating effectively for several years at this cap size. Therefore this request is to align the official cap to the level intended for the statistics laboratory.

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

c. Existing Course(s) to be Modified:
Prefix  Number  Title
STQM  260  Introduction to Statistics

d. Addition of existing FSU courses to program
Prefix  Number  Title
3. Summary of All Consultations

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<th>Form Sent (B or C)</th>
<th>Date Sent</th>
<th>Responding Dept.</th>
<th>Date Received &amp; by Whom</th>
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All COB BS programs require STQM 260. A few other programs also require STQM 260. However, the proposed change does not convey an impact with respect to content or scheduling (the Marketing Department has been scheduling sections subject to the proposed cap for several years). Therefore Form B and Form C consultation forms have not been sent.

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

________ Yes  ______X_____ No

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

5. Program Checksheets affected by this proposal.

No checksheets are affected by this proposal.
I. ACTION TO BE TAKEN: MODIFY AN EXISTING COURSE

Notes:
1. Complete all parts of Sections I and II; complete only those items in Section III that represent changes.
2. If either prefix or number is being changed, use 'Delete Course' and 'Create New Course' forms rather than this form.

a. List the changes to be made (See Proposed Changes a through p below): Max. Section Enrollment

b. Term Effective (6 digit code only): 201208 Examples: 200801(Spring), 200805(Summer), 200808(Fall)
Note: The first four digits indicate year, the next two digits indicate month in which term begins.

II. CURRENT: Include information that is in the current course database.

a. Course Prefix
b. Number 260

STQM

LECture 3 LAB INDependent Study – Check (x) □
Practicum: □ Seminar: □

d. Course Title: Introduction to Statistics

III. PROPOSED CHANGES: Complete only those boxes that represent proposed changes identified in Section I. Leave all other spaces blank.

a. Course Prefix
b. Number

c. Enter Contact Hours per week in boxes.

STQM

LECture LAB INDependent Study – Check (x) □
Practicum: Seminar: □

d. Course Title: (Limit to 30 characters/spaces.)

e. College Code: f. Department Code:

Credit Hours: Check (x) type and enter maximum and minimum hours in boxes.

g. Type: □ Variable □ Fixed h. Maximum Credit Hours i. Minimum Credit Hours

j. May Be Repeated for Added Credit: Check (x) □ Yes □ No

k. Levels: Check (x) □ Undergraduate □ Graduate □ Professional

l. Grade Method: Check (x) □ Normal Grading □ Credit/No Credit only (Pass/Fail)
m. CATALOG DESCRIPTION – Limit to 75 words – PLEASE BE CONCISE.


n. Term(s) Offered: (See instructions for listing.) o. Max. Section Enrollment: 30

p. Prerequisites/Co-requisites/Restrictions: Limited to 100 spaces.

UCC Chair Signature/Date: ___________________________________________ / /  /  /  

Academic Affairs Approval Signature/Date: ________________________________ / /  /  /  

To be completed by Academic Affairs Office: - Standard & Measures Coding and General Education Code

[ ] Basic Skill (BS) [ ] General Education (GE) [ ] Occupational Education (OC) [ ] G.E. Codes

Office of the Registrar use ONLY

Date Rec'd: _____ Date Completed: _____ Entered: SCACRSE __ SCADETL __ SCARRES __ SCAPREQ __