Requests for New Course Designators

1. Request from Horticulture and Crop and Soil Science to create IPSI for the new School of Integrated Plant, Soil, and Insect Science major, plus CROP, SOIL, and PBG for other options and programs in the new School. Original request as follows:
   - The Departments of Crop and Soil Science and Horticulture request the creation of new class designators to allow our many student and faculty audiences to readily find our classes by area type. We have done a peer institution assessment and found that most others are using descriptive designators. We have queried student advisors at OSU and they have indicated that descriptive designators will provide easiest navigation for both students and for part time advisors. Employers who require specific classes for employment have also indicated that descriptive designators will be useful to them as they try to find syllabi and other materials needed for class certification. We will maintain the designators HORT and ENT and request the creation of the following designators: CROP, SOIL, PBG (plant breeding and genetics) and IPSI (Integrated Plant, Soil and Insect). The latter will be used for crosscutting courses (thesis, internship, research, some introductory and capstone courses, etc.).
   - PBG (plant breeding and genetics) for the following:
     CSS 598, 620, 621, 622, 650 will become PBG courses
     HORT 430, 431, 441, 450, 513, 541, 550 will become PBG courses

     (See Attachment 1 for email discussion with Kent Kuo)

2. Request from School of Mechanical, Industrial and Manufacturing Engineering, department of Energy Engineering Management (Robert Paasch) for EEM course designator:
   The justification for this request stems from the Cat I approval of EEM as a new degree program to be offered at OSU Cascades campus. The program proposal included the creation of four new EEM course to be offered at the Cascades campus, and we expect more EEM courses will be proposed as the program grows. The EEM designator is necessary for the creation of these courses. These courses do not logically fit within the School of MIME’s existing ME and IE designations.

   (See Attachment 2 for email discussion with Kent Kuo)

3. Request from School of Design and Human Environment within the College of Business (Leslie Burns) for GD (Graphic Design) course designator:
   In case you are not already aware, a proposal is coming forward to bring together all of OSU’s design programs under one administrative unit – a School of Design and Human...
Environment within the College of Business. In this proposal, Graphic Design courses will be transferring from Art to this School. DHE courses will remain as DHE. However, the list of Art courses that will need to have a Graphic Design (GD) course designator is listed below. The proposed implementation date of these changes is Fall 2012. Although this proposal has not yet been approved, I wanted to give you a "heads up" and find out the current process for requesting a new course designator for these courses.

(See Attachment 3 for email discussion with Kent Kuo)
Hi, Mike,

Crop and Soil Science and Horticulture, in anticipation of the merger of their departments into the School of Integrated Plant, Soil, and Insect Science (Proposal 81957), have requested four new course designators: CROP, SOIL, PBG (plant breeding and genetics) and IPSI (Integrated Plant, Soil and Insect).

I have contacted Kent Kuo, per our policy on Course Designators, and his response is below, and includes Kate Lajtha’s followup.

My question is: the next step in our process is to submit the course designators to the Curriculum Council for their approval, and I am wondering how much information I need to include in this submission. Would the original email, far at the bottom of this email trail, be sufficient, or do we need to provide research into the designators?? I would like to keep the process simple and get the request on the agenda for our next CC meeting.

Thanks,

Sarah

From: Kate Lajtha [mailto:lajthak@science.oregonstate.edu]
Sent: Wednesday, November 23, 2011 3:57 PM
To: Kuo, Kent
Cc: Williams, Sarah; Beach, Gary; White, Susan; Donegan, Kelly; Karow, Russell
Subject: Re: Request for New Course Designators

Kent, this is excellent information.

I do see, now that you point it out, the problems with registration! Luckily this will be a one-time only event and we are happy to do this in stages and whenever it is easiest for you and the university. There are also no classes that will turn into both IPSI and CSS, for example, because we were told not to do this.

We are actually almost completely ready to go with the CSS course changes, and we can submit them at almost any time, and if you want to hold off on implementing this change until fall 2012, that works. That means that students will register for CSS 205 for this winter or spring, but they will register for SOIL 205 at the end of this academic year for fall 2012. So the manual process that you outline below seems to be a reasonable option. And if it has to be 2013 because it cannot be approved sooner, then that is how it will be. Of course, if the University had not asked us to merge departments and get rid of the CSS department, none of this would be happening......

Kate Lajtha

On Nov 23, 2011, at 3:04 PM, "Kuo, Kent" <Kent.Kuo@oregonstate.edu> wrote:
Colleagues,

Changes of this nature are well within the faculty purview to consider and pursue. I appreciate the attention you all are giving to this need.

I would only caution that this will be particularly challenging to actually implement. We wrote a program that allows us to switch course designators from old ones to new ones (and the process takes a month to actually complete...which is why we only do it in the summer). What it does not do is go to the course by course level, such that if you were asking that CSS 100 move to CROP 100 and CSS 110 move to SOIL 110, or CSS 120 becoming both CROP 120 and SOIL 120....this would be extraordinarily hard to accomplish in any automated fashion. That level of detail would result in us having to do this manually. The MyDegrees degree audit system can handle equivalencies like this...but the one to many example above (CSS 120 morphing into two courses) adds a level of complexity there that we would need to be careful to program in.

That manual process (depending upon when it happens) can challenge us if there are students currently enrolled in sections under the old course designator for a future term. In those instances, we may have to build new sections of each new course designator for a given term, enroll each student manually into those sections, and then cancel the old section and drop the old course. In this timing is everything. One way to avoid this is to have these new courses approved prior to registering (say for Fall 2012), building the new course designated sections in March 2012, dropping the old course sections, and not allowing students to register into the old ones. As you can imagine this is a significant logistical and timing issue.

Can we do it...yes. Will it be painless, no. Will we do it in time....that depends on whether the courses are approved well ahead of time. I certainly do not want to try to do this in the middle of an academic year, so if we miss our window of opportunity...we may be looking at Fall 2013 for actual deployment. You may be planning this sort of change that far in advance anyway....but I thought I should comment on the logistical challenges with implementation.

In the end, I am not trying to dissuade you from doing what you feel is needed for your academic programs. I am cautioning that the timing may predicate when we actually implement the change and that we may be looking at Fall 2013 for this kind of change unless these courses are approved for the 2012-2013 academic year prior to March 2012.
Hi Kent,

Let me weigh in here.

CSS and HORT are disappearing as departments, and are being merged, along with ENT, into one school (IPSI) that will have one major (IPSI). This major will have a number of options, such as Soils or Entomology. Our first thought was that every course would have an IPSI designator, but on further thought we realized that this made no sense. The diversity of classes would make it impossible to find anything in the sea of IPSI, plus, if a student comes to OSU and wants to take a basic soils class, the chance that they think to look under IPSI is zero. For this reason, we want to create meaningful designators that more closely match options and programs and that make sense to advisers and students. Surveys of universities with similar programs follow this model, and advisers in our program and other programs at OSU greatly favor this model.

Larry Bulling advised us to first create the designators, and to populate the new designators with the blanket numbered classes. The second set of Category II proposals will be to move classes from CSS (which is disappearing as a department) to CROP or SOIL or IPSI.

The only reason that we are keeping the CSS designator is that EOU is not changing along with us. But the classes that students will take at OSU will no longer have a CSS designator.

After that, the CAT II for all the options under the new IPSI major will be submitted, with correct titles for the classes.

I hope this answers your questions.

Cheers,

Kate Lajtha
Hi Sarah,

This request is confusing to us. Perhaps you or Gary could elaborate. Are Crop/Soil Science and Horticulture saying that their blanket numbered courses will have a set of course designators that are separate from the regular body of courses that would exist under a different course designator? How would this make these courses easier to find.

It seems to us that this approach could create confusion rather than focus the student's attention. Could we please request greater clarification with some examples to help explain the intent and reason?

Thanks, Kent.

Hi, Kent,

Per our revised policy on procedural steps for creating new course designators, I am sending you the recent request from the departments of Crop and Soil Science and Horticulture, via Dr. Susan White, for four new designators. Please let me know if we can move forward with seeking approval for these designators with the Curriculum Council:

_The Departments of Crop and Soil Science and Horticulture request the creation of new class designators to allow our many student and faculty audiences to readily find our classes by area type. We have done a peer institution assessment and found that most others are using_
descriptive designators. We have queried student advisors at OSU and they have indicated that descriptive designators will provide easiest navigation for both students and for part time advisors. Employers who require specific classes for employment have also indicated that descriptive designators will be useful to them as they try to find syllabi and other materials needed for class certification. We will maintain the designators HORT and ENT and request the creation of the following designators: CROP, SOIL, PBG (plant breeding and genetics) and IPSI (Integrated Plant, Soil and Insect). The latter will be used for crosscutting courses (thesis, internship, research, some introductory and capstone courses, etc.).

Thank you,

Sarah

Sarah F. Williams
Curriculum Coordinator
Office of Academic Programs, Assessment, and Accreditation
Oregon State University
Tel: 541-737-9560

Email: sarah.williams@oregonstate.edu
Hi Sarah,

The code is available. If I read this right this would be the creation of new courses, not the transition from one set of courses to this new one. Is that understanding correct?

Thanks, Kent.

Hi, Kent,

Any word on the request below?

Thanks,

Sarah

Hello, Kent,

Here is another request for a new course designator for the new degree program in Energy Engineering Management, offered only at Cascades, approved by the Provost’s Council in June 2010 and entered into the catalog by Larry in January 2011 (#80857).

May I take this request to the Curriculum Council for approval?

Thanks,

Sarah

Hello Sarah:
As chair of the Energy Engineering Management undergraduate program committee, I would like to request the addition of the EEM course designator.

The justification for this request stems from the Cat I approval of EEM as a new degree program to be offered at OSU Cascades campus. The program proposal included the creation of four new EEM course to be offered at the Cascades campus, and we expect more EEM courses will be proposed as the program grows. The EEM designator is necessary for the creation of these courses. These courses do not logically fit within the School of MIME's existing ME and IE designations.

Best Regards,

Robert Paasch, P.E., Ph.D.
Boeing Professor of Mechanical Design
School of Mechanical, Industrial and Manufacturing Engineering
Rogers 204
Oregon State University
Corvallis, OR 97331
(541) 737-7019

On Nov 4, 2011, at 11:15 AM, Williams, Sarah wrote:

Hi, Bob,

Please contact me any time if you have questions about this process.

Thanks,

Sarah

Sarah F. Williams
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Office of Academic Programs, Assessment, and Accreditation
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Tel: 541-737-9560
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<Approved Policy for Assigning Course Designators.docx>
Hi Kent and Gary,

In case you are not already aware, a proposal is coming forward to bring together all of OSU’s design programs under one administrative unit — a School of Design and Human Environment within the College of Business. In this proposal, Graphic Design courses will be transferring from Art to this School. DHE courses will remain as DHE. However, the list of Art courses that will need to have a Graphic Design (GD) course designator is listed below. The proposed implementation date of these changes is Fall 2012. Although this proposal has not yet been approved, I wanted to give you a “heads up” and find out the current process for requesting a new course designator for these courses.

Thanks for your help!

Leslie

ART 225. Introduction to Graphic Design (4)
ART 226. Typography: The Letter (4)
ART 228. Graphic Design Processes (4)

ART 325. Graphic Design: Collaborative Processes (4)
ART 326. Typography: Expressive (4)
ART 327. Typography: Advanced Structures (4)

ART 328. New Media (4)
ART 369. Graphic Design History (3)

ART 412. Contemporary Issues in Design (3)
ART 419. Senior Portfolio (2)
ART 420. Graphic Design: Pre-Press (4)
ART 428. Senior Thesis Project (4)
ART 421. Information and Publication Design (4)

ART 423. Experimental Typography (4)
ART 425. Environmental and Exhibition Design (4)
ART 427. Package Design (4)
ART 429. Graphic Design Studio (4)

Note: Graphic Design students will enroll in DHE 410 Internship instead of ART 410 Internship.