Category I Proposal Transmittal Sheet
Submit proposals to: Office of Academic Planning and Assessment
110 Kerr Admin -- Oregon State University

For instructions, see http://oregonstate.edu/ap/curriculum/cati.html. Please attach Proposal, Library Evaluation (performed by the library), Liaison Correspondence, Faculty Curriculum Vitae, and Budget Sheets, as appropriate.

Check one:

Full Proposal

☐ New degree program
☐ New certificate program or administrative unit
☐ Major change in existing program
☐ Establishment of a new College or Department

Abbreviated Proposal

☐ Rename of an academic program or unit
☐ Reorganization – moving responsibility for an academic program from one unit to another
☐ Merging or splitting an academic unit
☐ Termination of an academic program or unit
☐ Suspension or reactivation an academic program or unit

For proposals to establish a new center or institute, contact the Research Office (737-3437).

For requests to offer existing certificate and degree programs at new locations, use the New Location Request Form available on the Web: http://www.ous.edu/aca/aca-forms.html

Title of Proposal: Terminate the Master of Business and Engineering (MBE) in Constr. Engineering Management

Effective Date:

Department/Program: College:
School of Civil and Construction Engineering Engineering

I certify that the above proposal has been reviewed and approved by the appropriate Department and College committees:

Sign (Dept Chair/Head; Director) Date

Sign (Dean of College) Date

Print (Department Chair/Head; Director) Print (Dean of College)
Executive Summary – Termination of the Master of Business and Engineering (MBE) degree in Construction Engineering Management

The Master of Business and Engineering (MBE) Program in the School of Civil and Construction Engineering was established in 2005 with the objective of offering a broader education in construction engineering and management and business. Although there has been modest enrollment (<8) in the MBE program, enrollment has further decreased and there are currently only three (3) students enrolled in the program. This proposal is to eliminate the MBE program yet still offer students the same classes through the graduate program in Construction Engineering Management in the School of Civil and Construction Engineering.

All classes required for the MBE will continue to be offered and all students currently in the program will be allowed to complete their MBE degrees. However, if a student prefers to transfer to the M.Eng or M.S. degrees in Construction Engineering Management within the Civil and Construction Engineering program, the students will be allowed to do so. It is anticipated that the elimination of the MBE program will have no effect on existing students.
PROPOSAL TO TERMINATE MASTER OF BUSINESS AND ENGINEERING (MBE) DEGREE IN CONSTRUCTION ENGINEERING MANAGEMENT
Oregon State University
College of Engineering
School of Civil and Construction Engineering
Proposal by: David Trejo
Banner SIS Major number: 3380
CPS#: 83272
January 12, 2012
Proposed Effective Date: March 1, 2012

1. Title of the proposed instructional, research, or public service unit. For name changes, give both the current and proposed names. Describe the reason(s) for the proposed change. 1a CIP#: 143301 1b The Master of Business and Engineering (MBE) program in the School of Civil and Construction Engineering was established in 2005 with the objective of offering a broader education in construction engineering and management and business. Although there has been modest enrollment (<8) in the MBE program, enrollment has further decreased and there are currently only three (3) students enrolled in the program. This proposal is to terminate the MBE program yet still offer students the same classes through the graduate program in Civil Engineering in the School of Civil and Construction Engineering.

All classes required for the MBE will be continued to be offered and all students currently in the program will be allowed to complete their MBE degrees. However, if a student prefers to transfer to the M.Eng. or M.S. degrees in Civil Engineering they will be allowed to do so. It is anticipated that the termination of the MBE program will have no effect on existing students.

2. Location within the institution's organizational structure. Include "before" and "after" organizational charts (show reporting lines all the way up to the Provost). College of Engineering, School of Civil and Construction Engineering.

3. Objectives, functions (e.g., instruction, research, public service), and activities of the proposed unit. Not applicable. 2

4. Resources needed, if any: personnel, FTE academic, FTE classified, facilities and equipment. None.

5. Funding sources: state sources (institutional funds - state general fund, tuition and fees, indirect cost recoveries), federal funds, other funds as specified. Not applicable – MBE program is being terminated.
6. Relationship of the proposed unit to the institutional mission. This program supported the Oregon State University mission, but students have been much more interested in enrolling in the Civil Engineering graduate program and focusing their studies on Construction Engineering Management. The program in Civil and Construction Engineering allows students to get a minor in the MBA program and this will replace the MBE program.

7. Long-range goals and plans for the unit (including a statement as to anticipated funding sources for any projected growth in funding needs). Not applicable.

8. Relationship of the proposed unit to programs at other institutions in the state. Not applicable.

9. If the program is professionally accredited, identify the accrediting body and discuss how the proposed change may affect accreditation. Not applicable. This program is not accredited.

Appendices:
- Transmittal Sheet: Attached.
- Budget Table: Attached
- Library Evaluation: Not applicable.
- Liaisons: Ilene Kleinsorge; Scott Ashford; Jim Lundy; Terri Fiez; Robert Stone; Greg Rorrer; Kathryn Higley
Subject: FW: Termination of MBE Degree in CONstruction Engineering Management

From: Lundy, James R
Sent: Friday, March 09, 2012 3:18 PM
To: Trejo, David
Subject: Re: Termination of MBE degree

David
Sorry for the delay. I strongly support termination of this degree.

Jim

From: Higley, Kathryn A
Sent: Friday, March 09, 2012 3:34 PM
To: Trejo, David; Lundy, James R
Cc: Jameson, Sandy
Subject: RE: Termination of MBE degree

I am okay with termination.

Kathy

Kathryn A. Higley, PhD, CHP
Professor and Head
Dept. of Nuclear Engineering & Radiation Health Physics
100 Radiation Center
Oregon State University Corvallis, OR 97331-5902
541.737.0675 (w)
541.737.0480 (fax)
kathryn.higley@oregonstate.edu

From: Trejo, David
Sent: Friday, March 09, 2012 3:03 PM
To: Lundy, James R; Higley, Kathryn A
Cc: Jameson, Sandy
Subject: RE: Termination of MBE degree

Jim and Kathy;
We’ve received comments from all except you on this. Could you please let us know if you have any issues with us terminating the degree? Thanks.
David

From: Trejo, David
Sent: Friday, March 09, 2012 3:01 PM
To: Jameson, Sandy
Subject: FW: Termination of MBE degree

From: gregory.rorrer@oregonstate.edu [mailto:gregory.rorrer@oregonstate.edu]
Sent: Saturday, March 03, 2012 11:59 AM
CBEE concurs with this decision. Regards, Greg Rorrer
Sent via BlackBerry from T-Mobile

From: Robert B. Stone, Ph.D. [mailto:Rob.Stone@oregonstate.edu]
Sent: Thursday, March 01, 2012 8:32 PM
To: Trejo, David
Cc: Ashford, Scott; Lundy, James R; Rorrer, Gregory L.; Fiez, Terri; Higley, Kathryn A; Kleinsorge, Ilene - COB; Jameson, Sandy
Subject: Re: Termination of MBE degree

Dave,

MIME is good with your termination of the degree.

Rob

Robert B. Stone, Ph.D. | Professor and Interim Head | School of Mechanical, Industrial and Manufacturing Engineering | Oregon State University
208 Rogers Hall | Corvallis, OR 97331 | Direct: 541.737.3638 | Fax: 541.737-2600 | Go Beavs!
mime.oregonstate.edu

From: Fiez, Terri
Sent: Thursday, March 01, 2012 8:00 PM
To: Trejo, David
Cc: Ashford, Scott; Lundy, James R; Stone, Rob; Rorrer, Gregory L.; Higley, Kathryn A; Kleinsorge, Ilene - COB; Jameson, Sandy
Subject: Re: Termination of MBE degree

Fine with eecs

Terri Fiez
Head & Professor
School of ECE
Oregon State University

-----Original Message-----
From: Ashford, Scott
Sent: Tuesday, February 28, 2012 7:46 PM
To: Trejo, David
Subject: Re: Termination of MBE Degree in CONstruction Engineering Management

I support termination. Scott

Sent from my iPhone

On Feb 28, 2012, at 6:24 PM, "Trejo, David" <David.Trejo@oregonstate.edu> wrote:

> Scott;
> See below. I spoke with Jim and we both feel the degree should be terminated. Any political issues if we move ahead and terminate the program instead of suspending it as Ilene suggests?
From: Trejo, David
Sent: Tuesday, February 28, 2012 4:57 PM
To: Kleinsorge, Ilene - COB
Cc: Jameson, Sandy; Coakley, James - COB
Subject: RE: Termination of MBE Degree in CONstruction Engineering Management

Ilene;
Thanks for the prompt response and good point on the suspension as opposed to termination. I will look into this and get back to you.
David

From: Kleinsorge, Ilene - COB
Sent: Tuesday, February 28, 2012 12:28 PM
To: Trejo, David
Cc: Jameson, Sandy; Coakley, James - COB
Subject: RE: Termination of MBE Degree in CONstruction Engineering Management

David

We do not have concerns about your decision. However, may I suggest you suspend the degree rather than terminate the degree. A suspension would allow you to offer it again in the future without going through the university system for approval. As we offer develop and deliver an MBA in a hybrid on-line version, you may find it easy to offer the degree in a similar format using our courses and the degree will be more attractive to students at a distance.

Just a thought.

Ilene

Ilene K. Kleinsorge, Ph.D.
Dean
College of Business
Oregon State University
541-737-6024

From: Trejo, David
Sent: Thursday, March 01, 2012 6:55 PM
To: Ashford, Scott; Lundy, James R; Stone, Rob; Rorrer, Gregory L.; Fiez, Terri; Higley, Kathryn A; Kleinsorge, Ilene - COB
Cc: Jameson, Sandy
Subject: Termination of MBE degree

Hi all;
I hope the term is going well. You are being contacted as “liaisons” for our proposal to terminate the MBE degree in our School. The program currently has three students and two of these students will likely graduate next term. Because enrollment has never exceeded ~8 students and current numbers are very low, we feel it is in the best interest of our School, College, and the University to terminate the degree. I have initiated the process of terminating the degree and you have been identified as “liaisons,” potential people/programs that may be affected by the change. I believe that terminating the degree will have limited, if any, impact on any of your Schools/Departments as enrollment has been mostly limited to civil and construction engineering students, but it is at the same time important that you know of the
potential changes and impacts. Could you please let me know if you or your School/Department has any concerns will terminating the degree and if so, what are the concerns? Thanks!

David

David Trejo, PhD, PE
Acting Head, Professor and Hal D. Pritchett Endowed Chair
220 Owen Hall
School of Civil and Construction Engineering
Oregon State University
Corvallis, Oregon 97331
(O) 541.737.4934

From: Trejo, David
Sent: Tuesday, February 28, 2012 10:30 AM
To: Kleinsorge, Ilene - COB
Cc: Jameson, Sandy
Subject: Termination of MBE Degree in COnstruction Engineering Management

Hello Ilene;
I hope the term is going well. I want to bring you up to speed on the MBE program in our School – I believe David Sillars has already discussed this with you. Currently, the program has three students and two of these students can graduate within the next term. Because enrollment has never exceeded ~8 students and current numbers are very low, we feel it is in the best interest of our School, College, and the University to terminate the degree. I have initiated the process of terminating the degree. I believe that terminating the degree will have limited, if any, impact on the COB, but wanted to pass this by you. Could you please let me know if you or the COB have any concerns will terminating the degree?
Thanks!
David

David Trejo, PhD, PE
Acting Head, Professor and Hal D. Pritchett Endowed Chair
220 Owen Hall
School of Civil and Construction Engineering
Oregon State University
Corvallis, Oregon 97331
(O) 541.737.4934
From: Trejo, David  
Sent: Friday, May 04, 2012 3:19 PM  
To: Jameson, Sandy  
Subject: FW: MBE 

-----Original Message-----
From: Kleinsorge, Ilene - COB  
Sent: Thursday, May 03, 2012 10:27 PM  
To: Trejo, David  
Cc: Matson, Susan - COB; Kleinsorge, Ilene - COB  
Subject: MBE  

David  

The College of Business does not have any problem with the elimination of the MBE.  

Good luck with your decision.  

Ilene  

Ilene Kleinsorge  
Dean  
College of Business  
541-737-6024  

Sent from my iPad
Budget Outline Form
Estimated Costs and Sources of Funds for Proposed Program

Total new resources required to handle the increased workload, if any. If no new resources are required, the budgetary impact should be reported as zero.

Institution: School of Civil and Construction Engineering
Program: Masters of Business and Engineering
Academic Year: AY 2011-2012

Indicate the year:  X  First  _____  Second  _____  Third  _____  Fourth

Prepare one page each of the first four years

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Column A</th>
<th>Column B</th>
<th>Column C</th>
<th>Column D</th>
<th>Column E</th>
<th>Column F</th>
</tr>
</thead>
<tbody>
<tr>
<td>From Current Budgetary Unit</td>
<td>From Institutional Reallocation from Other Budgetary Unit</td>
<td>From Special State Appropriation Request</td>
<td>From Federal Funds and Other Grants</td>
<td>From Fees, Sales and Other Income</td>
<td>LINE ITEM TOTAL</td>
<td></td>
</tr>
<tr>
<td>Faculty (Include FTE)</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Graduate Assistants (Include FTE)</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Support Staff (Include FTE)</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Fellowships/Scholarships</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>OPE</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Nonrecurring:</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Personnel Subtotal</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Resources</th>
<th>Column A</th>
<th>Column B</th>
<th>Column C</th>
<th>Column D</th>
<th>Column E</th>
<th>Column F</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library/Printed</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Library/Electronic</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Supply and Svcs., stationary, mktg</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Equipment</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Other Resources Subtotal</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Physical Facilities</th>
<th>Column A</th>
<th>Column B</th>
<th>Column C</th>
<th>Column D</th>
<th>Column E</th>
<th>Column F</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Major Renovation</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Physical Facilities Subtotal</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Physical Facilities Subtotal</td>
<td>Other Expenses</td>
<td>Major Renovation</td>
<td>Construction</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------------</td>
<td>----------------</td>
<td>-----------------</td>
<td>--------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Resources Subtotal</th>
<th>Equipment</th>
<th>Library/Electronic</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Personnel Subtotal</th>
<th>Noncompliance</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Preparation note:**

- **Total Time Line:** 60
- **Column A:** Total Incomes: Sales, Tuition, Other Funds, Special State
- **Column B:** Budget Line
- **Column C:** Requested Appropriation
- **Column D:** Funds and Other
- **Column E:** Recommended Subtotal
- **Column F:** Column E – Column D

**Indicate the Year:**

- **First:** Fourth
- **Second:** Third
- **Fourth:** X

**Academic Year:** FY 2013 - 14

**Institution:** School of Civil and Construction Engineering

**Program:** Masters in Business and Engineering

**Estimated Costs and Sources of Funds for Proposed Program**
<table>
<thead>
<tr>
<th>Physical Facilities Subtotal</th>
<th>0 $</th>
<th>0 $</th>
<th>0 $</th>
<th>0 $</th>
<th>0 $</th>
<th>0 $</th>
<th>0 $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Expenses</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Major Renovation</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Construction</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Other Resources Subtotal</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Equipment</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Supply and Store: Stationary, Mfg.</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Library/Equipment</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Other Resources Subtotal</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Personal Subtotal</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Non-Endowment</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Operational</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Fellowships/ Scholarships</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Support Staff (Include FTE)</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Graduate Assistants (Include FTE)</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
<tr>
<td>Faculty (Include FTE)</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
<td>0 $</td>
</tr>
</tbody>
</table>

**Total**

**Grand Total**

---

**Prepare one page each of the first four years**

Academic Year: 2014-15

Program: Masters of Business and Engineering

Institution: School of Civil and Construction Engineering

Estimated costs and sources of funds for proposed program

Budget Outline Form
1. Review - College Approver - Engineering
Approved by Robert Paasch Associate Professor / Sch of Mech/Ind/Mfg Engr, April 15, 2012 9:57am

2. Review - Curriculum Coordinator
Approved by Sarah Williams Coord-Curriculum / Acad Prgms/Assess/Accred, April 23, 2012 3:48pm
Comments
Sarah Williams (Curriculum Coordinator) April 23, 2012 3:48pm
This proposal has been reviewed by Academic Programs and is ready for review by Budgets and Fiscal Planning.

3. Review - Budgets and Fiscal Planning Committee
Sent Back by Walter Loveland, May 4, 2012 10:37am
Comments
Walter Loveland (Budgets and Fiscal Planning Committee) May 4, 2012 10:37am
Please change the first year budget to be a no cost budget unless you really think that there is an incremental cost of the proposal in the first year. If you really think so, the OPE needs to be added

4. Originator Response
Sandra Jameson Head Advisor / Sch of Civil/Constr Engr, May 4, 2012 4:58pm
Comments
Sandra Jameson May 4, 2012 4:58pm
We have revised the Budget Year 1 to reflect $0 spent. We have also added an additional email from Ilene Kleinsorge.

5. Review - Budgets and Fiscal Planning Committee
Approved by Walter Loveland, May 4, 2012 5:01pm