Wilkes University Curriculum Committee

PROPOSAL SUBMITTAL FORM

Directions:
• Use this set of forms for all proposals sent to the Curriculum Committee.
• Pages 1-3 of this document are required. Any unnecessary forms should be deleted from the packet before submissions. If multiple forms are needed (course addition, course deletion, etc), simply copy and paste additional forms into this packet.
• Note that all new programs (majors and minors), program eliminations, significant program revisions and all general education core revisions must be reviewed and approved by the Provost and Academic Planning Committee (APC) prior to submission to the Curriculum Committee. The Provost will make the decision if a program revision requires APC review.
• Completed and signed forms are due no later than the first Tuesday of every month. Submit one signed original hard copy and a scanned electronic copy with all signatures to the Chair of the Curriculum Committee.

1. Originator: Donald Mencer
   Chemistry
   x-4626 / mencer@wilkes.edu

2. Proposal Title: Departmental Placement Requirements for 100 level courses

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”).
   □ New Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
   □ Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
   □ Program Revision. Significant revisions to a program require review and approval by the Provost. The Provost determines if review and approval by APC is necessary.
   □ General Education Revision. Submissions only accepted from the General Education Committee (GEC). Must be reviewed and approved by the Provost.
   □ Creation of new departments, elimination of existing department. This requires prior review and approval by the Provost and APC.
   □ Course additions or deletions not affecting programs (such as elective courses, transition of “topics” courses to permanent courses).
   □ Change in course credit or classroom hours.
   □ Incidental Changes. Includes changes in course/program title, course descriptions, and course prerequisites. (Although these changes do require approval by the Curriculum Committee, they do not go before the full faculty for approval).
   □ Other (Specify) = placement criteria for new students
4. Indicate the number of course modification forms that apply to this proposal:

0  Course Addition Form (plus syllabi)
0  Course Deletion Form
0  Course Change Form

5. Executive Summary of Proposal.

Briefly summarize this proposal. The breadth and depth of this executive summary should reflect the complexity and significance of the proposal. Include an overview of the proposal, background and reasoning behind the proposal and a description of how the proposal relates to the mission and strategic long-range plan of the unit and/or university. For incidental changes a one or two sentence explanation is adequate.

The Chemistry Department seeks to modify the placement criteria in use for the following courses with the language shown:

Chemistry placement language:

CHM 111 – placement into MTH150 or higher or completion of MTH094 with a grade of 2.00 or higher
CHM 115 – placement into MTH100 or higher or completion of MTH094 with a grade of 2.00 or higher
CHM 118 – placement into MTH100 or higher or completion of MTH094 with a grade of 2.00 or higher

Note: will need to revisit wording on pre-reqs / co-reqs in University Bulletin.

The current language uses the Math SAT or the Chemistry placement exam score. The Chemistry placement exam will not be used in the new placement system and thus will not be administered.

6. Other specific information. (Not applicable for incidental changes.)

What other programs, if any, will be affected by this proposal? Describe what resources are available for this proposal. Are they adequate? What would be the effect on the curriculum of all potentially affected programs if this proposal were adopted? Include any potential effects to the curriculum of current programs, departments and courses.

The proposal affects all programs that rely on 100 chemistry courses – including courses that are part of the General Education Courses that fulfill Area II of the Core. The intent is to support student success in chemistry courses by not advancing underprepared students into courses for which they are underprepared. The placement language changes affect programs in Biology, Health Sciences, Environmental Science and Engineering, Nursing, Mechanical Engineering, Electrical Engineering, Engineering Management, and Pharmacy. The language also impacts placement requirements for any students seeking to take any of the affected courses in order to solely satisfy Area II of the Core.

7. Program Outline. (Not applicable for incidental changes).

A semester-by-semester program outline as it would appear in the bulletin for a new program or any modified program with all changes clearly indicated.
8. Signatures and Recommendations. (please date)
   • Signatures of involved Department chair(s) and Dean(s) indicate agreement with the proposal and that adequate resources (library, faculty, technology) are available to support proposal.
   • If a potential signatory disagrees with a proposal he/she should write "I disagree with this proposal" and a signed statement should be attached to this submission.

Michael Stede 3-Mar 2017
Print Name/Title Signature Date
Department of Biology chair(s) of all potentially affected programs

Donald Mercer Donald Z. Mercer 3-Mar 2017
Print Name/Title Signature Date
Department of Chemistry & Biochemistry chair(s) of all potentially affected programs

Gregory Harms Gregory Harms 3/2/2017
Print Name/Title Signature Date
Department of Electrical Engineering & Physics chair(s) of all potentially affected programs

Sid P. Halsce Sid P. Halsce 3/2/2017
Print Name/Title Signature Date
Dept. of Environmental Eng. & Earth Sciences chair(s) of all potentially affected programs

Barbara Brecken Chae mathematics Barbara Brecken 3/2/2017
Print Name/Title Signature Date
Department of Mathematics & Computer Science chair(s) of all potentially affected programs

Henry J.-Castlesen Henry J.-Castlesen March 07, 2017
Print Name/Title Signature Date
Dept. of Mechanical Eng. & Eng. Management chair(s) of all potentially affected programs

Bill Hardin, Dean 3/2/2017
Print Name/Title Signature Date
College of Science & Engineering Dean(s) of any potentially affected College/School.

Barbara Brecken, Chae mathematics Barbara Brecken 3/2/2017
Print Name/Title Signature Date
Nesbitt School of Pharmacy Dean(s) of any potentially affected College/School.

Deborah Ziegler Deborah Ziegler 3/2/2017
Print Name/Title Signature Date
Passan School of Nursing Dean(s) of any potentially affected College/School.
Provost (For new programs, significant revisions and revisions to the General Education Program revisions only).

Provost should check here ___ if this proposal is a program revision AND the significance of the revision requires review and approval by APC prior to Curriculum Committee.

Chair, Academic Planning Committee. For new programs, program revisions sent via the provost. Signature indicates that the proposal has been reviewed and approved by APC.

Chair, General Education Committee. For revisions to General Education program only. (Signature indicates that the proposal has been approved by GEC).