

REQUEST TO COLLEGE CURRICULUM COMMITTEE FOR CURRICULAR IMPROVEMENTS

DEPARTMENT: FCS **PROPOSED EFFECTIVE SEMESTER:** Fall, 2018 **COLLEGE:** CEHD #807

PROPOSED IMPROVEMENTS

Academic Program

- ☐ New degree*
- ☐ New major*
- ☐ New curriculum*
- ☐ New concentration*
- ☐ New certificate
- ☒ New minor
- ☐ Revised major
- ☐ Revised minor
- ☐ Admission requirements
- ☐ Graduation requirements
- ☐ Deletion ☐ Transfer
- ☐ Other (explain**)

Substantive Course Changes

- ☐ New course
- ☐ Pre or Co-requisites
- ☐ Deletion (required by others)
- ☐ Course #, different level
- ☐ Credit hours
- ☐ Enrollment restriction
- ☐ Course-level restriction
- ☐ Prefix ☐ Title and description
(attach current & proposed)
- ☐ General education (select one)
Not Applicable
- ☐ Other (explain**)

Misc. Course Changes

- ☐ Title
- ☐ Description (attach current & proposed)
- ☐ Deletion (not required by others)
- ☐ Course #, same level
- ☐ Variable credit
- ☐ Credit/no credit
- ☐ Cross-listing
- ☐ COGE reapproval
- ☐ Other (explain**)

**** Other:**

Title of degree, curriculum, major, minor, concentration, or certificate: Food Service Operations & Sustainability minor

Existing course prefix and #: **Proposed course prefix and #:** **Credit hours:**

Existing course title:

Proposed course title:

Existing course prerequisite & co-requisite(s):

Proposed course prerequisite(s)

If there are multiple prerequisites, connect with "and" or "or". To remove prerequisites, enter "none."

Proposed course co-requisite(s)

If there are multiple corequisites, they are always joined by "and."

Proposed course prerequisite(s) that can also be taken concurrently:

Is there a minimum grade for the prerequisites or corequisites?

The default grades are D for undergraduates and C for graduates.

Major/minor or classification restrictions:

List the Banner 4 character codes and whether they should be included or excluded.

For 5000 level prerequisites & corequisites: Do these apply to: (circle one) undergraduates graduates both

Specifications for University Schedule of Classes:

a. Course title (maximum of 30 spaces):

b. Multi-topic course: ☐ No ☐ Yes

c. Repeatable for credit: ☐ No ☐ Yes

d. Mandatory credit/no credit: ☐ No ☐ Yes

e. Type of class and contact hours per week (check type and indicate hours as appropriate)

- | | | |
|---|--|--|
| 1. <input type="checkbox"/> Lecture | 3. <input type="checkbox"/> Lecture/lab/discussion | 5. <input type="checkbox"/> Independent study |
| 2. <input type="checkbox"/> Lab or discussion | 4. <input type="checkbox"/> Seminar or <input type="checkbox"/> studio | 6. <input type="checkbox"/> Supervision or practicum |

CIP Code (Registrar's use only):

Chair/Director <u>Richard Ziser</u>	<i>REVISED</i>	Date <u>9-27-17</u>
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Chair, College Curriculum Committee	Date
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Dean	Date:	Graduate Dean:	Date
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Curriculum Manager: Return to dean <input type="checkbox"/> Date	Forward to:	Date
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Chair, COGE/ PEB / FS President	Date
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FOR PROPOSALS REQUIRING GSC/USC REVIEW:

* <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove	Chair, GSC/USC	Date
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* <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove	Provost	Date
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1. Explain briefly and clearly the proposed improvement.

Create a new minor in Food Service Operations & Sustainability, department of Family and Consumer Sciences, College of Education and Human Development

2. Rationale. Give your reason(s) for the proposed improvement. (If your proposal includes prerequisites, justify those, too.)

The Foodservice Operations and Sustainability (FOS) program currently has a major (FOSJ) which consists of 44 credits of FOS courses and 41 additional required credits. No minor is required. Students outside of the major cannot take most of the courses because of prerequisites and class restrictions. With the new minor students across campus who are interested in food preparation would be able to take those courses and count the 21 credits as a minor. Students may be interested in FOS minor for its own sake, or wish to combine it with a related major such as business, thus increasing enrollment in the FOS courses. In addition, students enrolled in the FOS major who change their mind after 1-2 years in the program could use the courses already taken as a minor.

3. Effect on other colleges, departments or programs. If consultation with others is required, attach evidence of consultation and support. If objections have been raised, document the resolution. Demonstrate that the program you propose is not a duplication of an existing one.

The new minor would have minimal effect on other colleges, departments, or programs. It will include ACTY 2100 as a pre-requisite like the current major; support has been provided (see attached) by the Accountancy Department. It would provide an additional opportunity for students to choose a minor that they are interested in or may be related to their major.

4. Effect on your department's programs. Show how the proposed change fits with other departmental offerings.

Additional students from other majors who enroll in the new minor can be accommodated because most courses currently have a few extra seats. If enrollment exceeds course capacity, then additional sections may be scheduled. No new courses are required, and no current courses need to be revised.

5. Effects on enrolled students: Are program conflicts avoided? Will your proposal make it easier or harder for students to meet graduation requirements? Can students complete the program in a reasonable time? Show that you have considered scheduling needs and demands on students' time. If a required course will be offered during summer only, provide a rationale.

There is no effect on students currently enrolled in the FOS major. The course sequence, pre-requisites, and class restrictions will not change.

6. Student or external market demand. What is your anticipated student audience? What evidence of student or market demand or need exists? What is the estimated enrollment? What other factors make your proposal beneficial to students?

The market for the new minor includes students from other majors who choose the minor, and new students to WMU who choose the minor. Anecdotal evidence suggests that a significant number of students desire to learn about food preparation either as a complement to their major or for its own sake. The food service industry is experiencing substantial growth if students seek employment in that area. The total is estimated to be 2-4 new students per year for the first few years.

7. Effects on resources. Explain how your proposal would affect department and University resources, including faculty, equipment, space, technology, and library holdings. If proposing a new program, include a letter and/or email of support from the university library affirming that the library resource issues have been reviewed. Tell how you will staff additions to the program. If more advising will be needed, how will you provide for it? How often will course(s) be offered? What will be the initial one-time costs and the ongoing base-funding costs for the proposed program? (Attach additional pages, as necessary.)

The only effect on resources is the potential increased enrollment in FOS courses. Since most courses have some extra capacity the increase in enrollment would make the use of current resources-- including faculty, equipment, space, and technology--more efficient. If the enrollment exceeds capacity the FCS department chair has committed to funding additional course sections to meet the demand, possibly hiring part-time instructors.

8. General education criteria. For a general education course, indicate how this course will meet the criteria for the area or proficiency. (See the General Education Policy for descriptions of each area and proficiency and the criteria. Attach additional pages as necessary. Attach a syllabus if (a) proposing a new course, (b) requesting certification for baccalaureate-level writing, or (c) requesting reapproval of an existing course.)

No new courses are required

9. List the learning outcomes for the proposed course or the revised or proposed major, minor, or concentration. These are the outcomes that the department will use for future assessments of the course or program.

The learning outcomes for the current major are:

Food Service Operations

*Students will understand and apply foodservice knowledge by solving problems that occur in day-to-day foodservice operations.

*Students will be able to identify and interpret needs and wants of foodservice customers in restaurant and institutional settings.

*Students will describe and explain fundamental knowledge and skills required of managers in the foodservice industry. Students will be able to identify career paths that are appropriate for them.

Students can evaluate the quality of food products and understand how product quality is affected by different preparation methods.

Students will describe and discuss various alcoholic and non-alcoholic beverage systems used in food service operations.

Students will utilize cost control practices to examine profitability and efficiency in the operation of food service businesses.

Sustainability Practices and Foodservice

*Students will be equipped with the knowledge and skills to manage a foodservice operation that demonstrates environmental, economic, and ethical sustainability in order to gain/maintain competitive market advantage.

*Students will demonstrate knowledge of sustainable food systems by analyzing local, regional and global operations.

Nutrition and Foodservice

Students will understand the basic nutrition concepts and the interrelationship between food, nutrition and chronic disease.

Students can create, modify and evaluate menus and recipes based on Dietary Guidelines for Americans.

Students will be able to apply principles of food safety and sanitation, including safe food handling, chemical use and storage, and management training tools.

**indicates program priority based on advisory board input*

10. Describe how this curriculum change is a response to assessment outcomes that are part of a departmental or college assessment plan or informal assessment activities.

The proposed minor is partially a response to the need for increasing enrollment in the FOS program and to retain WMU students who switch from the major to the minor.

11. (Undergraduate proposals only) Describe, in detail, how this curriculum change affects transfer articulation for Michigan community colleges. For course changes, include detail on necessary changes to transfer articulation from Michigan community college courses. For new majors or minors, describe transfer guidelines to be developed with Michigan community colleges. For revisions to majors or minors, describe necessary revisions to Michigan community college guidelines. Department chairs should seek assistance from college advising directors or from the admissions office in completing this section.

The courses for the new minor are the same courses in the current major so no alterations to community college transfer guidelines are necessary.

12. Please offer both "Current Catalog Language" and "Proposed Catalog Language" if there is to be a change in the catalog description for a given course and/or program. For the "current" language, please copy and paste relevant language from the most current catalog and for the "proposed" language, please share the exact proposed new catalog language. As possible, bold or otherwise note the key changes in the new proposed catalog language.

Proposed catalog copy

Food Service Operations & Sustainability Minor:

This program offers a foundation of core competencies and practices in the food service profession both for individuals and businesses. The minor is 21 credit hours and may complement a major in other subjects.

Program Guide:

FCS 1020 Introduction to Food Service Industry (2 credits)

FCS 1650 Culinary Skills (3 credits)

ACTY 2100 Principles of Accounting (3 credits) (pre-req for FCS 2700)

FCS 2700 Advanced Culinary Skills (4 credits)

FCS 2720 Food Purchasing and Resource Management (3 credits)

FCS 3700 Introduction to Food Systems and Sustainability (3 credits)

FCS 4700 Food & Beverage Systems (3 credits)

Ola M Smith

Today, 2:32 PM

Richard W Zinser

Dr. Zinser,

Richard,

Please know that I am fully in support of your curriculum proposal for a minor in Food Service Operations and Sustainability. We will continue to provide accountancy course support to the students in your major and minor.

Ola

Dr. Ola Smith
Chair and Professor
Department of Accountancy
Western Michigan University
AICPA Board of Examiners
State of Michigan Board of Accountancy

From: Richard W Zinser
Sent: Wednesday, September 27, 2017 10:06 AM
To: Ola M Smith <ola.smith@wmich.edu>
Subject: Accounting course for FCS

Hello Ola,

I'm writing to explain a curriculum proposal in my department. We currently have a major in Food Service Operations and Sustainability (see attached) that uses ACTY 2100 as a pre-req for our FCS 2720. Now we are creating a minor in FSOS that also includes FCS 2720 and the ACTY 2100 pre-req again. So I would like a letter of support from you to use that course in our minor just like we already do for the major. We anticipate enrolling 2-4 new students per year that would take that course probably as a sophomore. Thanks much.

Regards,

Rick