

**PURDUE UNIVERSITY**  
**REQUEST FOR ADDITION, EXPIRATION,**  
**OR REVISION OF A GRADUATE COURSE**  
**(50000-60000 LEVEL)**

DEPARTMENT Office of Professional Practice EFFECTIVE SESSION 201220 201430

INSTRUCTIONS: Please check the items below which describe the purpose of this request.

<input checked="" type="checkbox"/>	1. New course with supporting documents (complete proposal form)	<input type="checkbox"/>	7. Change in course attributes
<input type="checkbox"/>	2. Add existing course offered at another campus	<input type="checkbox"/>	8. Change in instructional hours
<input type="checkbox"/>	3. Expiration of a course	<input type="checkbox"/>	9. Change in course description
<input type="checkbox"/>	4. Change in course number	<input type="checkbox"/>	10. Change in course requisites/restrictions
<input type="checkbox"/>	5. Change in course title	<input type="checkbox"/>	11. Change in semesters offered
<input type="checkbox"/>	6. Change in course credit/type	<input type="checkbox"/>	12. Transfer from one department to another

<b>PROPOSED:</b>	<b>EXISTING:</b>	<b>TERMS OFFERED</b> Check All That Apply:
Subject Abbreviation <u>ENGR</u>	Subject Abbreviation _____	<input checked="" type="checkbox"/> Fall <input checked="" type="checkbox"/> Spring <input checked="" type="checkbox"/> Summer
Course Number <u>69499</u>	Course Number _____	<b>CAMPUS(ES) INVOLVED</b>
Long Title <u>Professional Practice Graduate Co-Op IV</u>		<input type="checkbox"/> Calumet <input type="checkbox"/> N. Central
Short Title <u>Pro Prac Grad Co-Op IV</u>		<input type="checkbox"/> Cont Ed <input type="checkbox"/> Tech Statewide
Abbreviated title will be entered by the Office of the Registrar if omitted. (30 CHARACTERS ONLY)		<input type="checkbox"/> Ft. Wayne <input checked="" type="checkbox"/> W. Lafayette
		<input type="checkbox"/> Indianapolis

<b>CREDIT TYPE</b>	<b>COURSE ATTRIBUTES: Check All That Apply</b>
1. Fixed Credit: Cr. Hrs. <u>0</u>	1. Pass/Not Pass Only <input type="checkbox"/>
2. Variable Credit Range:	2. Satisfactory/Unsatisfactory Only <input checked="" type="checkbox"/>
Minimum Cr. Hrs. _____	3. Repeatable <input type="checkbox"/>
(Check One) To _____ Or _____	Maximum Repeatable Credit: _____
Maximum Cr. Hrs. _____	4. Credit by Examination <input type="checkbox"/>
3. Equivalent Credit: Yes <input type="checkbox"/> No <input type="checkbox"/>	5. Special Fees <input checked="" type="checkbox"/>
4. Thesis Credit: Yes <input type="checkbox"/> No <input type="checkbox"/>	6. Registration Approval Type
	Department <input type="checkbox"/> Instructor <input checked="" type="checkbox"/>
	7. Variable Title <input type="checkbox"/>
	8. Honors <input type="checkbox"/>
	9. Full Time Privilege <input type="checkbox"/>
	10. Off Campus Experience <input type="checkbox"/>

Schedule Type	Minutes Per Mig	Meetings Per Week	Weeks Offered	% of Credit Allocated
Lecture				
Recitation				
Presentation				
Laboratory				
Lab Prep				
Studio				
Distance				
Clinic				
Experiential	✓			
Research				
Ind. Study				
Pract/Observ				

Cross-Listed Courses

RECEIVED

JAN 27 2014

OFFICE OF THE REGISTRAR

**COURSE DESCRIPTION (INCLUDE REQUISITES/RESTRICTIONS):**  
Graduate cooperative education experience. Program coordinated by the Office of Professional Practice with cooperation from academic disciplines and participating employers. Students submit technical report and company evaluation.  
Restrictions: Graduate Professional Practice students only. Prerequisite: ENGR69399  
Professor Groll.

Calumet Department Head _____ Date _____	Calumet School Dean _____ Date _____	Calumet Undergrad Curriculum Committee _____ Date _____
Fort Wayne Department Head _____ Date _____	Fort Wayne School Dean _____ Date _____	Fort Wayne Chancellor _____ Date _____
Indianapolis Department Head _____ Date _____	Indianapolis School Dean _____ Date _____	Undergrad Curriculum Committee _____ Date _____
North Central Department Head _____ Date _____	North Central School Dean _____ Date _____	<b>APPROVED 1/16/14</b> Date Approved by Graduate Council _____
<u>Groll</u> _____ Date <u>10/09/13</u>	<u>Michael J. Groll</u> _____ Date <u>10/23/13</u>	<u>Tina L. Payne</u> _____ Date <u>1/21/14</u>
West Lafayette Department Head _____ Date _____	West Lafayette College/School Dean _____ Date _____	Graduate Council Secretary _____ Date _____
<u>[Signature]</u> _____ Date <u>1/16/14</u>	Graduate Dean _____ Date _____	<u>Sandra Schaffner</u> _____ Date <u>2/5/14</u>
Graduate Area Committee Convener _____ Date _____	Graduate Dean _____ Date _____	West Lafayette Registrar _____ Date _____

**TO:** Faculty of the College of Engineering  
**FROM:** The Professional Practice Advisory Council (PPAC)  
**SUBJECT:** New Graduate Course, PPE 69499 Professional Practice Graduate  
Co-Op IV

The Professional Practice Advisory Council has approved the new course listed below. .  
This action is now submitted to the Engineering Faculty with a recommendation for  
approval.

**PPE 69499 Professional Practice Graduate Co-Op IV**  
Sem. 1, 2 or SS, cr. 0.  
Restrictions: Graduate Professional Practice students only  
Prerequisite: PPE 69399

**Course Description:**

Graduate cooperative education experience. Program coordinated by the Office of  
Professional Practice with cooperation from academic disciplines and participating  
employers. Students submit technical report and company evaluation.

**REASON:** To establish appropriate courses for recently established Masters-level  
Cooperative Education Program.



*Eckhard Groll, Dr. Eng.  
Professor of Mechanical Engineering  
Director of Office of Professional Practice*

APPROVED FOR THE FACULTY  
OF THE SCHOOLS OF ENGINEERING  
BY THE ENGINEERING  
CURRICULUM COMMITTEE

ECC Minutes # 13

Date 5/10/2013

Chairman ECC 

**Supporting Document for a New Graduate  
Course**

**To:** Purdue University Graduate Council

**From:** Faculty Member: Eckhard Groll  
Department: Office of Professional Practice  
Campus: West Lafayette

**Date:** February 27, 2013

**Subject:** Proposal for New Graduate Course-Documentation  
Required by the Graduate Council to Accompany  
Registrar's Form 40G

For Reviewer's comments only (Select One)
<input checked="" type="radio"/>
Reviewer:
Comments:

**Contact for information if questions arise:** Name: Tina Alsup  
Phone Number: 67376  
E-mail: alsup@purdue.edu  
Campus Address: POTR 118

Course Subject Abbreviation and Number: PPE 69399

Course Title: Professional Practice Graduate Co-Op IV

**A. Justification for the Course:**


- Provide a complete and detailed explanation of the need for the course (e. g., in the preparation of students, in providing new knowledge/training in one or more topics, in meeting degree requirements, etc.), how the course contributes to existing majors and/or concentrations, and how the course relates to other graduate courses offered by the department, other departments, or interdisciplinary programs.
- Justify the level of the proposed graduate course (500- or 600-level) including statements on, but not limited to: (1) the target audience, including the anticipated number of undergraduate and graduate students who will enroll in the course; and (2) the rigor of the course.

**B. Learning Outcomes and Method of Evaluation or Assessment:**

- Describe the course objectives and student learning outcomes that address the objectives (i.e., knowledge, communication, critical thinking, ethical research, etc.).
- Describe the methods of evaluation or assessment of student learning outcomes. (Include evidence for both direct and indirect methods.)
- Grading criteria (select from dropdown box); include a statement describing the criteria that will be used to assess students and how the final grade will be determined.

**Criteria** | Papers and Projects

- Identify the method(s) of instruction (select from dropdown box) and describe how the methods promote the likely success of the desired student learning outcomes.

**Method of Instruction** | Experimental 

**C. Prerequisite(s):**

- List prerequisite courses by subject abbreviation, number, and title.
- List other prerequisites and/or experiences/background required. If no prerequisites are indicated, provide an explanation for their absence.

**D. Course Instructor(s):**

- Provide the name, rank, and department/program affiliation of the instructor(s).
- Is the instructor currently a member of the Graduate Faculty? — Yes — No  
(If the answer is no, indicate when it is expected that a request will be submitted.)

**E. Course Outline:**

- Provide an outline of topics to be covered and indicate the relative amount of time or emphasis devoted to each topic. If laboratory or field experiences are used to supplement a lecture course, explain the value of the experience(s) to enhance the quality of the course and student learning. For special topics courses, include a sample outline of a course that would be offered under the proposed course.

**F. Reading List (including course text):**

- A primary reading list or bibliography should be limited to material the students will be required to read in order to successfully complete the course. It should not be a compilation of general reference material.
- A secondary reading list or bibliography should include material students may use as background information.

**G. Library Resources**

- Describe the library resources that are currently available or the resources needed to support this proposed course.

**H. Example of a Course Syllabus** (While not a necessary component of this supporting document, an example of a course syllabus is available, for information, by clicking on the link below, which goes to the *Graduate School's Policies and Procedures Manual for Administering Graduate Student Programs*. See Appendix K.)

[http://www.gradschool.purdue.edu/downloads/Graduate\\_School\\_Policies\\_and\\_Procedures\\_Manual.pdf](http://www.gradschool.purdue.edu/downloads/Graduate_School_Policies_and_Procedures_Manual.pdf)

**A. Justification for the Course:**

- Currently no integrated graduate-level cooperative education programs exist within the engineering programs of Purdue University's peer institutions. By introducing such a program, the College of Engineering at Purdue University will be able to position itself as a unique and forward thinking entity in the recruitment of graduate students. The MS-level cooperative education program differs from the traditional MS degree programs in two main aspects. First, students use thesis research or independent project courses to conduct relevant work-integrated research and/or development experiences. Second, students participate in a minimum of two semesters of work-integrated learning that is directly related to their research/development experiences. Such a program will provide a very important and highly desired option to superior students who are oriented towards developing stronger technical skills and a broader industrial knowledge base than they would develop through exposure to the traditional MS curriculum alone. This will prepare graduates, who are interested in pursuing either technical and/or research careers in industry.

All students will have to meet the regular course requirements of the MS degrees in their chosen disciplines. The program is geared towards those students who demonstrate the commitment, and the academic ability, to be successful in the program. Therefore, only highly motivated and qualified students will be counseled to enter the MS-level cooperative education program.

As with the current undergraduate cooperative education program, student will enroll in a 0-credit hour experiential course during each work session with full time privileges.

One non-repeatable course will be created for each of four potential work sessions. These courses will use the approved professional practice fee.

- The professional practice courses will be created as 60000-level courses with only MS students enrolling. Only highly motivated and qualified students will be counseled to enter the MS-level cooperative education program.

**B. Learning Outcomes and Method of Evaluation or Assessment:**

- The director of the Office of Professional Practice, through a network of co-operative education coordinators, serves as the facilitating body to 1) moderate the progress of students after each academic and work session and to (2) assess course outcomes via:
  - Student evaluation of work sessions
  - Supervisor evaluation of student
  - Work session technical report
- The course will be graded as Satisfactory/Unsatisfactory progress.

**C. Prerequisite(s):**

- Students in the MS-level cooperative education program will be required to maintain a minimum GPA of 3.0. Only students in disciplines that offer MS programs are able to participate.

**D. Course Instructor:**

- Dr. Eckhard Groll  
Professor of Mechanical Engineering  
Director of Office of Professional Practice
- Dr. Groll is currently a member of the Graduate Faculty

**E. Course Outline:**

- Course work will consist of work-integrated learning that is directly related to the student's research/development experiences. Each student will be required to submit:
  - Student evaluation of work sessions
  - Supervisor evaluation of student
  - Work session technical report

**F. Reading List:**

- There are no required readings for this course.

**G. Library Resources**

- No library resources are required to support this proposed course.