**Course and Program Development:**

**IMPACT AND APPROVAL SIGNATURES**

See Course and Program Development Policy and Procedures (www.ubalt.edu/provost) for instructions.

**SCHOOL:**
- LAW
- MSB
- CAS
- CPA

**CONTACT NAME:** Anastasia Salter
**PHONE:** 410-598-0831

**DEPARTMENT/DIVISION:** SIAT
**DATE PREPARED:** 8/28/13

**PROPOSED SEMESTER OF IMPLEMENTATION:**
- Fall
- Spring
**YEAR:** 2014

**TYPE OF ACTION:**
- add (new)
- deactivate
- modify
- other

**LEVEL OF ACTION:**
- noncredit
- undergraduate
- graduate
- other

**ACTION BEING REQUESTED** (select one category, either Course Actions or Program Actions):

- **COURSE ACTIONS**
- **PROGRAM ACTIONS**

<table>
<thead>
<tr>
<th>Original Subject Code/Course Number:</th>
<th>Original Program Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td>IDIA 642</td>
<td></td>
</tr>
</tbody>
</table>

**Select one or multiple actions from one of the lists below (review the list of necessary documents and signatures):**

### COURSE ACTIONS

1. Experimental Course
2. Course Title
3. Course Credits
4. Course Number
5. Course Level
6. Pre- and Co-Requisite
7. Course Description
8. New Course
9. Deactivate Course
22. Other

### PROGRAM ACTIONS

10. Program Requirements
11a. Undergraduate Specialization (24 credits or fewer)
11b. Master's Specialization (12 credits or fewer)
11c. Doctoral Specialization (18 credits or fewer)
12. Minor (add or delete)
13. Closed Site Program
14. Program Suspension
15. Program Reactivation
16a. Certificate Program (UG/S) exclusively within existing degree program
16b. Certificate Program (UG/S) outside of or across degree programs (12 or more credits)
17. Off-Campus Delivery of Existing Programs
18a. Undergraduate Concentration (exceeds 24 credits)
18b. Master’s Concentration (exceeds 12 credits)
18c. Doctoral Concentration (exceeds 18 credits)
19. Program Title Change
20. Program Termination
21. New Degree Program
22. Other

**ADDITIONAL DOCUMENTATION** (check all appropriate boxes of documents included; review the list of necessary documents):

- summary proposal (O)
- course definition document (P)
- full five-page MHEC proposal (Q)
- financial tables (MHEC) (R)
- other documents as may be required by MHEC/USM (S)
- other (T)

Summer 2010
IMPACT REVIEW (review the list of necessary signatures):

<table>
<thead>
<tr>
<th>Impacted Entity</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Library</td>
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<tr>
<td>b. OTS</td>
<td></td>
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<tr>
<td>c. University Relations</td>
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<td>d. Admissions</td>
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<tr>
<td>e. Records</td>
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APPROVAL SEQUENCE (review the list of necessary signatures):

<table>
<thead>
<tr>
<th>Approval Level</th>
<th>Signature</th>
<th>Date</th>
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<tbody>
<tr>
<td>A. Department/Division (Chair)</td>
<td>Kathryn Summers</td>
<td>8/28/13</td>
</tr>
<tr>
<td>B. General Education (for No. 7, 8)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. Final Faculty Review Body Within Each School (Chair)</td>
<td></td>
<td>1/22/14</td>
</tr>
<tr>
<td>D. Dean</td>
<td>Daniel B.</td>
<td>1/26/14</td>
</tr>
<tr>
<td>E. University Faculty Senate (Chair)</td>
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<tr>
<td>F. University Council (Chair)</td>
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<tr>
<td>G. Provost and Senior Vice President for Academic Affairs</td>
<td></td>
<td>3/19/14</td>
</tr>
<tr>
<td>H. President</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I. Board of Regents (notification only)</td>
<td></td>
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<tr>
<td>J. Board of Regents (approval)</td>
<td></td>
<td></td>
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<tr>
<td>K. MHEC (notification only)</td>
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<td></td>
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<tr>
<td>L. MHEC (approval)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M. Middle States Association notification</td>
<td>Required only if the University's mission is changed by the action</td>
<td></td>
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</tbody>
</table>

1 University Council review (for recommendation to the president or back to the provost) shall be limited to curricular or academic policy issues that may potentially affect the University's mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.
Document O: Course and Program Development: SUMMARY PROPOSAL
See Course and Program Development Policy and Procedures (www.ubalt.edu/provost) for instructions.

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CONTACT NAME: Anastasia Salter  
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DEPARTMENT/DIVISION: SIAT  
DATE PREPARED: 8/28/13

PROPOSED SEMESTER OF IMPLEMENTATION:  
- fall  
- spring  
YEAR: 2014

ACTION BEING REQUESTED (select one category, either Course Actions or Program Actions):

- COURSE ACTIONS
- PROGRAM ACTIONS

Original Subject Code/Course Number:  
IDIA 642

Original Course Title:  
Research Methods

Select one or multiple actions from one of the lists below (review the list of necessary documents and signatures):

- 1. Experimental Course
- 2. Course Title
- 3. Course Credits
- 4. Course Number
- 5. Course Level
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- 21. New Degree Program
- 22. Other

For changes to existing courses:

<table>
<thead>
<tr>
<th>OLD TITLE</th>
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DESCRIBE THE REQUESTED COURSE/PROGRAM ACTION (additional pages may be attached if necessary):

Removing the PBDS 660/Hypermedia Exam prerequisite from IDIA 642

SET FORTH THE RATIONALE FOR THIS PROPOSAL:

Currently, IDIA 642 includes the prerequisite of PBDS 660 or a passing score on the hypermedia proficiency exam. The course itself does not require web production skills, so eliminating this prerequisite will give students greater flexibility when entering the program and planning their first year.