Document N: 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: Cheryl Wilson

DEPARTMENT/DIVISION: School of Communications Design

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:

Original Course Title:

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

<table>
<thead>
<tr>
<th>COURSE ACTIONS</th>
<th>PROGRAM ACTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Experimental Course</td>
<td>10. Program Requirements</td>
</tr>
<tr>
<td>2. Course Title</td>
<td>11a. Undergraduate Specialization (24 credits or fewer)</td>
</tr>
<tr>
<td>3. Course Credits</td>
<td>11b. Master's Specialization (12 credits or fewer)</td>
</tr>
<tr>
<td>4. Course Number</td>
<td>11c. Doctoral Specialization (18 credits or fewer)</td>
</tr>
<tr>
<td>5. Course Level</td>
<td>☑ 12. Minor (add or delete)</td>
</tr>
<tr>
<td>6. Pre- and Co-Requisite</td>
<td>13. Closed Site Program</td>
</tr>
<tr>
<td>7. Course Description</td>
<td>14. Program Suspension</td>
</tr>
<tr>
<td>8. New Course</td>
<td>15. Program Reactivation</td>
</tr>
<tr>
<td>9. Deactivate Course</td>
<td>16a. Certificate Program (UG/G) exclusively within existing degree program</td>
</tr>
<tr>
<td>22. Other</td>
<td>16b. Certificate Program (UG/G) outside of or across degree programs (12 or more credits)</td>
</tr>
</tbody>
</table>

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)
### 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>
<td></td>
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<tr>
<td>☑ no impact</td>
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<td>4/1/14</td>
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<td>b. OTS</td>
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<tr>
<td>c. University Relations</td>
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<td>d. Admissions</td>
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<td>e. Records</td>
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<tr>
<td>☑ no impact</td>
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### APPROVAL SEQUENCE (review the list of necessary signatures):

<table>
<thead>
<tr>
<th>Approval Level</th>
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<tbody>
<tr>
<td>A. Department/Division (Chair)</td>
<td></td>
<td>9/15/13</td>
</tr>
<tr>
<td>B. General Education (for No. 7, 8)</td>
<td></td>
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<tr>
<td>C. Final Faculty Review Body Within Each School (Chair)</td>
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<td>2/4/14</td>
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<tr>
<td>D. Dean</td>
<td></td>
<td>1/6/14</td>
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<td>E. University Faculty Senate (Chair)</td>
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<td>F. University Council (Chair)</td>
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<tr>
<td>G. Provost and Senior Vice President for Academic Affairs</td>
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<td>2/20/14</td>
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<tr>
<td>H. President</td>
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<td></td>
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<td>I. Board of Regents (notification only)</td>
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<td>J. Board of Regents (approval)</td>
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<td>K. MHEC (notification only)</td>
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<td></td>
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<tr>
<td>L. MHEC (approval)</td>
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<tr>
<td>M. Middle States Association notification required only if the University's mission is changed by the action</td>
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</tr>
</tbody>
</table>

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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.

SCHOOL: □ LAW □ MSB □ CAS □ CPA

CONTACT NAME: Cheryl Wilson PHONE: 55203

DEPARTMENT/DIVISION: School of Communications Design DATE PREPARED: 9/1/13

DEPARTMENT/DIVISION: School of Communications Design DATE PREPARED: 9/1/13

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

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

□ COURSE ACTIONS

Original Subject Code/Course Number:

Original Course Title:

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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7. Course Description
8. New Course
9. Deactivate Course
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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/G) exclusively within existing degree program
16b. Certificate Program (UG/G) 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

For changes to existing courses:

OLD TITLE

NEW TITLE

For changes to existing courses:

SUBJECT CODE/COURSE NO. CREDITS

SUBJECT CODE/COURSE NO. CREDITS

Summer 2010
DESCRIBE THE REQUESTED COURSE/PROGRAM ACTION (additional pages may be attached if necessary):

Addition of Applied Rhetoric Minor within the undergraduate English Program.

Core Courses:
ENGL395: Understanding Narrative [revised course, was Narrative Discourse, submitted 9/13]
ENGL392: Archaeology of Language

Any one of the following:
CMAT342: Rhetoric of Digital Communication
CMAT352: Media Literacy
CMAT371: Mass Media and Society

Any two of the following:
ENGL333: Media Genres
ENGL331: Popular Genres [new course, submitted 9/13]
ENGL356: Literature and the Law
ENGL400: Literature and Society
WRIT314: Argument and Persuasion
WRIT381: Legal Writing & Rhetoric [new course, submitted 9/13]

SET FORTH THE RATIONALE FOR THIS PROPOSAL:

Currently, the only minor offered in English is in Creative Writing, and the addition of a minor in Applied Rhetoric complements the addition of this new specialization within the major [specialization proposal submitted 9/13]. This interdisciplinary minor is ideal for students preparing for law school and will complement majors such as jurisprudence and criminal justice. The range of English, writing and communications courses offered each semester will make it easy for students to add this flexible minor, and creation of this minor will not require any additional resources.
Impact Statement From the Office of University Relations
Regarding Changes to the Existing Creative Writing Minor
Introduction of Three New English-Related Minors: Applied Rhetoric,
Literature & Culture, and Professional Writing

General Impact:
Please be advised that any programmatic changes are likely to affect recruitment
and other publications as well as Web content produced and/or managed by the
Office of University Relations that contain this type of specific academic
information.

Please inform Catherine Leidemer (cleidemer@ubalt.edu or
410.837.6164) of any proposed changes that receive final approval and of
any planned implementation timelines.

The timing of the final approval for these changes will be a determining factor
in our ability to incorporate the new information in a timely fashion in any relevant
materials that are on our production schedule. As a general guideline, the Office
of University Relations should be notified of any programmatic changes to a
scheduled recruitment publication at least two months prior to printing.

Specific Feedback:
• These changes will require updates to the UB website and to the
undergraduate catalog in addition to any materials that academic advisers
may use in advising students. Also, please consider whether or not these
changes will impact any specific recruitment materials, and that
information should be discussed with the Offices of Admission and with
the Office of University Relations.