**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:** Laurie Beth Harow

**PHONE:** x4457

**DEPARTMENT/DIVISION:** School of Law

**DATE PREPARED:** 3/20/15

**PROPOSED SEMESTER OF IMPLEMENTATION:**
- Spring

**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**

**Original Subject Code/Course Number:**

**LAW 795C**

**Original Course Title:**

Special Topics in Law: Curacao

**Original Program 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 (Fewer than 24 credits)</td>
</tr>
<tr>
<td>3. Course Credits</td>
<td>11b. Master’s Specialization (Fewer than 24 credits)</td>
</tr>
<tr>
<td>4. Course Number</td>
<td>11c. Doctoral Specialization (Fewer than 18 credits)</td>
</tr>
<tr>
<td>5. Course Level</td>
<td>12. Minor (add or delete)</td>
</tr>
<tr>
<td>6. Pre- and Co-Requisites</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>
<tr>
<td></td>
<td>17. Off-Campus Delivery of Existing Programs</td>
</tr>
<tr>
<td></td>
<td>18a. Undergraduate Concentration (24 or more credits)</td>
</tr>
<tr>
<td></td>
<td>18b. Master’s Concentration (12 or more credits)</td>
</tr>
<tr>
<td></td>
<td>18c. Doctoral Concentration (18 or more credits)</td>
</tr>
<tr>
<td></td>
<td>19. Program Title Change</td>
</tr>
<tr>
<td></td>
<td>20. Program Termination</td>
</tr>
<tr>
<td></td>
<td>21. New Degree Program</td>
</tr>
<tr>
<td></td>
<td>22. Other</td>
</tr>
</tbody>
</table>

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

- □ summary proposal (Q)
- □ 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>
<td></td>
</tr>
<tr>
<td>No impact</td>
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<td></td>
</tr>
<tr>
<td>Impact statement attached</td>
<td></td>
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<tr>
<td>b. OTS</td>
<td></td>
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<tr>
<td>No impact</td>
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</tr>
<tr>
<td>Impact statement attached</td>
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<tr>
<td>c. University Relations</td>
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<tr>
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<tr>
<td>d. Admissions</td>
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<td>e. Records</td>
<td></td>
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</tr>
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<td>No impact</td>
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<tr>
<td>Impact statement attached</td>
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</tbody>
</table>

**APPROVAL SEQUENCE** *(review the list of necessary signatures):*

<table>
<thead>
<tr>
<th>Approval Level</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Department/Division (Chair)</td>
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</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>Michele Silvan</td>
<td>3-23-15</td>
</tr>
<tr>
<td>D. Dean</td>
<td></td>
<td>3-23-15</td>
</tr>
<tr>
<td>E. University Faculty Senate (Chair)</td>
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</tr>
<tr>
<td>F. University Council (Chair)¹</td>
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</tr>
<tr>
<td>G. Provost and Senior Vice President for Academic Affairs</td>
<td></td>
<td>4-1-15</td>
</tr>
<tr>
<td>H. President</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I. Board of Regents (notification only)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>J. Board of Regents (approval)</td>
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<td></td>
</tr>
<tr>
<td>K. MHEC (notification only)</td>
<td></td>
<td></td>
</tr>
<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>
</tr>
</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.

Summer 2010
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:** Larri Beth Harow  **PHONE:** x4457

**DEPARTMENT/DIVISION:** School of Law  **DATE PREPARED:** 3/20/15

**PROPOSED SEMESTER OF IMPLEMENTATION:**  ○ fall  ○ spring  **YEAR:** 2015

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

-  ○ COURSE ACTIONS
-  ○ PROGRAM ACTIONS

**Original Subject Code/Course Number:**
LAW 795C

**Original Course Title:**
Special Topics in Law: Curacao

**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
10. Other

**PROGRAM ACTIONS**

10. Program Requirements
11a. Undergraduate Specialization (Fewer than 24 credits)
11b. Master’s Specialization (Fewer than 12 credits)
11c. Doctoral Specialization (Fewer than 18 credits)
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 (24 credits or more)
18b. Master’s Concentration (12 credits or more)
18c. Doctoral Concentration (18 credits or more)
19. Program Title Change
20. Program Termination
21. New Degree Program
22. Other

**For changes to existing courses:**

<table>
<thead>
<tr>
<th>OLD TITLE</th>
<th>SUBJECT CODE/COURSE NO.</th>
<th>CREDITS</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>NEW TITLE</th>
<th>SUBJECT CODE/COURSE NO.</th>
<th>CREDITS</th>
</tr>
</thead>
</table>

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

Build new course to utilize for special topics taught at study abroad locations, each location will be identified in the course title, which is a letter variant of the 795 Special Topic in Law catalog number. Topics which are approved by the law faculty will be added on the schedule of classes, as they approved within a short time of when the foreign study programs take place.

New Courses: Repeatable for Credit

795A: Special Topic in Law: Aberdeen
795C: Special Topic in Law: Curacao
795H: Special Topic in Law: Haifa [pending, due to program not running in summer 2015]

SET FORTH THE RATIONALE FOR THIS PROPOSAL:

Streamline the Study Abroad course approval process to allow the range of special topics, while also allowing administrative access to build courses in a timely fashion. The course will be repeatable for credit, as long as it is a different topic. Similar to the Special Topics in Law Courses that were approved at the February faculty meeting, these will be flexible to fit the needs of variable topics and credits.

There are two advantages to using a “Special Topics” course for one-time or very infrequent offerings. First, it will streamline approval of these courses. Because the “Special Topics” course will already have been through the University approval process, faculty approval of the topic is all that would be required to list the course in the registration materials for the semester. Second, it avoids cluttering the course catalog with specialty courses that may only be offered once.
DOCUMENT P: COURSE DEFINITION

See Course and Program Development Policy and Procedures (http://www.ubalt.edu/template.cfm?page=257) for instructions.

1. DATE PREPARED

3/20/2015

2. PREPARED BY

Laurie Beth Harow

3. DEPARTMENT/DIVISION

School of Law

4. COURSE NUMBER(S) with SUBJECT CODE(S)

LAW 795C

5. COURSE TITLE

Special Topics in Law: Curacao

6. CREDIT HOURS

1-4 as determined by the instructor and topic selected for the term; Repeatable for credit as long as different topic; No limit

7. CATALOG DESCRIPTION

An intensive exploration into specialty topics in the law, including a comparative approach to study global and international issues in the legal environment where the course takes place. Topics offer opportunities to integrate new material reflecting changes in the field or more detailed analysis into current issues and trends. Refer to study abroad program schedule for title and description of topic offered. May be repeated for credit when the topic varies. Prerequisite: to be determined by the instructor.

8. PREREQUISITES

None (May be determined by the instructor)

9. COURSE PURPOSE (how the course is to be used in the curriculum; e.g., required for the major, elective, etc.)

Elective course

10. GENERAL EDUCATION AREA (if applicable; e.g., social sciences, humanities, mathematics, etc.)

N/A

11. COURSE TYPE/COMPONENT (clinical, continuance, discussion, field studies, independent study, laboratory, lecture, practicum, research, seminar, supervision, thesis research, tutorial or workshop; this must match PeopleSoft 9.0 coding, so check with your dean's office if you are unsure of the correct entry)

Lecture

Summer 2010
12. FACULTY QUALIFIED TO TEACH COURSE

Faculty Selected each time a program is offered from full time faculty at UB and foreign law institution.

13. CONTENT OUTLINE

TBD by instructor and topic. Topic to be approved by law faculty.

14. LEARNING GOALS

To provide students with an opportunity to look in depth at specialty areas in the field of law

15. ASSESSMENT STRATEGIES

Examination or paper, TBD by instructor

16. SUGGESTED TEXT(S) and MATERIALS (e.g. textbooks, equipment, software, etc., that students must purchase)

TBD by instructor and topic

17. SPECIAL GRADING OPTIONS (if applicable)

Graded

18. SUGGESTED CLASS SIZE

Open Enrollment

19. LAB FEES (if applicable)

None