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: Laura Wilson-Gentry  PHONE: 6102

DEPARTMENT/DIVISION: CPA Dean's Office  DATE PREPARED: 3/11/13

PROPOSED SEMESTER OF IMPLEMENTATION: fall  spring  YEAR: 2013

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:
SPAN 470

Original Program Title:

Original Course Title:
Independent Study

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 (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/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

**ADDITIONAL DOCUMENTATION**
- summary proposal (0)
- 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>
<td></td>
<td></td>
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<tr>
<td>b. OTS</td>
<td></td>
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<tr>
<td>c. University Relations</td>
<td></td>
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<td>d. Admissions</td>
<td></td>
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<tr>
<td>e. Records</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>
<td>Laura A. Wilson-Gentry</td>
<td>3/13/13</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>4/13/13</td>
</tr>
<tr>
<td>D. Dean</td>
<td></td>
<td>4/12/13</td>
</tr>
<tr>
<td>E. University Faculty Senate (Chair)</td>
<td></td>
<td></td>
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<tr>
<td>F. University Council (Chair)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G. Provost and Senior Vice President for Academic Affairs</td>
<td>Beverly Schnell</td>
<td>4/16/13</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>
<td></td>
<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.
**Document O: Course and Program Development: SUMMARY PROPOSAL**

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

**SCHOOL:** ○ LAW ○ MSB ○ CAS ○ CPA

**CONTACT NAME:** Laura Wilson-Gentry  **PHONE:** 410-612-6102

**DEPARTMENT/DIVISION:** CPA Dean's Office  **DATE PREPARED:** 3/11/13

**PROPOSED SEMESTER OF IMPLEMENTATION:** ○ fall ○ spring  **YEAR:** 2013

**ACTION BEING REQUESTED** (select one category, either Course Actions or Program Actions):
- ○ COURSE ACTIONS
- ○ PROGRAM ACTIONS

**Original Subject Code/Course Number:**

<table>
<thead>
<tr>
<th>Original Subject Code/Course Number:</th>
<th>Original Program Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 470</td>
<td></td>
</tr>
</tbody>
</table>

**Original Course Title:**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Independent Study</td>
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Select one or multiple actions from one of the lists below (review the list of necessary documents and signatures):

**COURSE ACTIONS**
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- 20. Program Termination
- 21. New Degree Program
- 22. Other

**PROGRAM ACTIONS**

For changes to existing courses:

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

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

To create an independent study class in Spanish for students who wish advanced instruction or focused analysis in an area of Spanish language.

SET FORTH THE RATIONALE FOR THIS PROPOSAL:

This course will permit students taking classes in the Spanish curriculum to either pursue advanced, individualized instruction with one of the Spanish instructors or to pursue study in one of the more advanced areas of Spanish language.
1. DATE PREPARED
March 11, 2013

2. PREPARED BY
Laura Wilson-Gentry

3. DEPARTMENT/DIVISION
College of Public Affairs

4. COURSE NUMBER(S) with SUBJECT CODE(S)
SPAN 470

5. COURSE TITLE
Spanish---Independent Study

6. CREDIT HOURS
1-3

7. CATALOG DESCRIPTION
Designed to provide credit for a student who wants to pursue independent work under the supervision of a faculty member. The number of credits earned is determined by the supervising faculty member before the study begins. Prerequisites: SPAN 125, SPAN 126 and approval of the instructor.

8. PREREQUISITES
Prerequisites: Spanish 125 and Spanish 126 and approval of 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.)

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)
Independent Study

Summer 2010
12. FACULTY QUALIFIED TO TEACH COURSE

Adjunct faculty;

13. CONTENT OUTLINE

Varies depending on specific course content.

14. LEARNING GOALS

Any course offered under this umbrella topics course number will focus on meeting the University Learning Goal #2:

Connect knowledge with choices and actions that engage others in diverse foreign, regional, and global communities.

Outcomes: This set of skills is demonstrated by the ability to:

a. Understand the basis for conflict and cooperation in the international arena.

b. Critically assess the current state of affairs in selected topic area.

c. Reflect on how one’s own attitudes and beliefs are different from those of other cultures and communities.

d. Articulate the interconnectedness of global, regional, local and personal interests.

15. ASSESSMENT STRATEGIES

One or more of the following procedures are recommended as strategies for assessing learning outcomes in this area. This will be highly dependent on the nature of the course offering.

- Written or oral presentations about issues related to topic of interest.
- Development of specific before and after assessments to be administered at the beginning and end of the course to assess acquisition of relevant knowledge, skills and abilities in this area.

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

Depends on the nature of the course.

17. SPECIAL GRADING OPTIONS (if applicable)

18. SUGGESTED CLASS SIZE

15

19. LAB FEES (if applicable)