

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Elaine Johnson	Phone: 837-6683
DEPARTMENT / DIVISION: Applied Behavioral Sciences		
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected):		
8. Create a new course, APPL 618, Intellectual Assessment/M.S. in Applied Psychology and Certificate in Professional Counseling Studies programs will utilize the course		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall Spring <input checked="" type="checkbox"/> Summer Year: 2011		

Box 1: TYPE OF ACTION	ADD(NEW) <input checked="" type="checkbox"/>	DEACTIVATE <input type="checkbox"/>	MODIFY <input type="checkbox"/>	OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION	Non-Credit <input type="checkbox"/>	Undergraduate <input type="checkbox"/>	Graduate <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>

Box 3: ACTION ITEM (check appropriate boxes)		DOCUMENTS REQUIRED (see box 4 below)	IMPACT REVIEWS (see box 5 on back)	APPROVAL SEQUENCE (see box 6 on back)
	1. Experimental Course ¹	NOP	a, c, e	AC
	2. Course Title	NO		ABCD
	3. Course Credits	NO		ABCD
	4. Course Number	NO		ABCD
	5. Course Level	NO		ABCD
	6. Pre & Co-Requisite	NO		ABCD
	7. Course Description	NOP		ABCDEF
X	8. New Course	NOP		ABCDEF
	9. Deactivate a Course	NO		ABCDEF
	10. Program Requirements	NO	b, c, d, e	ABCDEF
	11a. UG Specialization (24 credits or less)	NO	a, b, c, d, e	ABCDEF
	11b. Masters Specialization (12 credits or less)	NO	a, b, c, d, e	ABCDEF
	11c. Doctoral Specialization (18 credits or less)	NO	a, b, e	ABCDEF
	12. Closed Site Program	NOT	e	ABCDHIK
	13. Program Suspension ⁹	NO,5	a, e	ABCDEGIK
	14a. Certificate Program (ug/g) exclusively within existing degree program	NO	a, c, e	ABCDEFHIK
	14b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	NOQR, 6	a, c, e	ABCDEFHJL
	15. Off-Campus Delivery of Existing Program	NO, 4	a, b, c, e	ABCDHIL
	16a. UG Concentration (exceeds 24 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	16b. Masters Concentration (exceeds 12 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	16c. Doctoral Concentration (exceeds 18 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	17. Program Title Change	NO, 5	a, c, d, e	ABCDEFHJL
	18. Program Termination	NO, 10	d, e	ABCDEFHIK
	19. New Degree Program	NOQR, 3,8	a, c, d, e	ABCDEFHJL
	20. Other	Varies	Varies	Varies

Box 4: DOCUMENTATION (check boxes of documents included)				
X	N.	This Cover Sheet	Q. Full 5-page MHEC Proposal	T. Other
X	O.	Summary Proposal	R. Financial Tables (MHEC)	
X	P.	Course Definition Document	S. Contract	


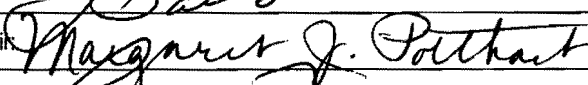
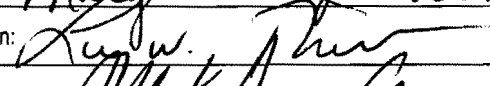
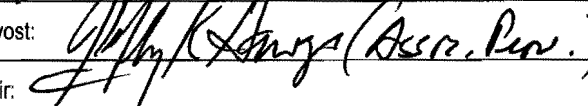

- Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.
- Codes: a) Library Services (Langsdale or Law) b) Office of Technology Services c) University Relations d) Admissions
- Letter of Intent is required by USM at least 30 days before a full proposal can be submitted. Letter of Intent requires only the approval of the dean and the provost and is forwarded to USM by the Office of the Provost.
- One-page letter to include: Program title & degree/certificate to be awarded; resources requirements; need and demand; similar programs; method of instruction; and oversight and student services (MHEC requirement)
- One-page letter with description and rationale (MHEC requirement)
- One or two-page document that describes: centrality to mission; market demand; curriculum design; adequacy of faculty resources; and assurance program will be supported with existing resources. (MHEC requirement)
- Learning objectives, assessment strategies; fit with UB strategic plan
- Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal. (MHEC requirement)
- Temporary suspension of program to examine future direction; time not to exceed two years. No new students admitted during suspension, but currently enrolled students must be given opportunity to satisfy degree requirements.

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET (Page 2 of 2)

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8. Create a new course, APPL 618, Intellectual Assessment/M.S. in Applied Psychology and Certificate in Professional Counseling Studies programs will utilize the course

10. Provide:
- evidence that the action is consistent with UB mission and can be implemented within the existing program resources of the institution.
 - proposed date after which no new students will be admitted into the program;
 - accommodation of currently enrolled students in the realization of their degree objectives;
 - treatment of all tenured and non-tenured faculty and other staff in the affected program;
 - reallocation of funds from the budget of the affected program; and
 - existence at other state public institutions of programs to which to redirect students who might have enrolled in the program proposed for abolition.
11. University Council *review* (for a 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.

Box 5: IMPACT REVIEW	SIGNATURES (see procedures for authorized signers)	DATE
a. Library <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
b. OTS <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee:	
c. University Relations <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
d. Admissions <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
e. Records <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee:	

Box 6: APPROVAL SEQUENCE		DATE
APPROVAL SIGNATURES		
A. Department / Division	Chair: 	02-23-10
B. Final faculty review body within each School	Chair: 	4-29-10
C. College Dean	Dean: 	5/3/10
D. Provost and Senior Vice President for Academic Affairs	Provost: 	5/18/10
E. Curriculum Review Committee (UFS subcommittee)	Chair: 	
F. University Faculty Senate (UFS option)	Chair:	
G. University Council (see # 11 above)	Chair:	
H. President	President:	
I. Board of Regents – notification only		
J. Board of Regents – approval		
K. MHEC – notification only		
L. MHEC – approval		
M. Middle States Association notification	Required only if the mission of the University is changed by the action	

DOCUMENT O: SUMMARY PROPOSAL

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SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Elaine Johnson	Phone: 837-6683
DEPARTMENT / DIVISION: Division of Applied Behavioral Sciences		
SHORT DESCRIPTION OF PROPOSAL (state action item 1-23 and course name & number or program affected):		
8. Create a new course, APPL 618, Intellectual Assessment/M.S. in Applied Psychology (Counseling Track) and Certificate in Professional Counseling Studies programs will utilize the course		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall Spring XX Summer Year: 2011		

O-1: Briefly describe what is being requested:		
It is proposed that this course, taught as a special topics course in Spring, 2010, become a permanent course offering.		
For new courses or changes in existing courses (needed by Registrar)		
OLD Title: Special Topics: Intellectual Assessment	Course # / HEGIS Code: APPL 629	Credits: 3
NEW Title: Intellectual Assessment	Course # / HEGIS Code: APPL 617	Credits: 3

O-2: Set forth the rationale for the proposal:
In 2008 a new Maryland law was enacted, giving licensed clinical professional counselors (LCPCs) the right to do psychological testing given adequate preparation. The bill stipulated that 3-credit graduate courses in the following areas are required to qualify to do this type of assessment:
Tests and Measures Personality Assessment Intellectual Assessment Practicum in Advanced Assessment
UB had not previously offered a course in intellectual assessment. The course described herein was designed and is being taught as an experimental course (APPL 629) in Spring of 2010. It is proposed that the course become a permanent addition to our curriculum.

Document P: Required Format for Course Definition Document

1. **Date Prepared:** 1/30/2010
2. **Prepared by:** Elaine Johnson, Ph.D.
3. **Department:** Division of Applied Behavioral Sciences
4. **Course Number(s), including HEGIS code(s):** APPL 618
5. **Course Title:** Intellectual Assessment
6. **Credit Hours:** 3
7. **Catalog Description (Paragraph should reflect general aims and nature of the course)**
8. This course examines the theoretical background, rationale and validity of the major tests of intellectual abilities currently in use. Emphasis is given to the professional and ethical responsibilities associated with the assessment process, and to administration and interpretation procedures. Lab fee required.
9. **Prerequisites:** APPL 610 and APPL 608 (or satisfactory grade in undergraduate Tests and Measurements course)

10. Faculty qualified to teach course

Dr. Courtney Gasser; Dr. Elaine Johnson

11. Course Type / Component (clinical, continuance, discussion, field studies, independent study, laboratory, lecture, seminar, supervision, thesis research, workshop)

Lecture/Discussion and lab

12. Suggested approximate class size: 15-20

13. Content Outline

1. Introduction to Intellectual Assessment, Ethics
2. Origins of Intellectual Assessment
3. Theoretical Perspectives
4. Major Intelligence Batteries
5. Measuring Abilities using the WAIS-IV
6. Measuring abilities via the WAIS & WMS
7. Different Populations

8. Scoring the WAIS
9. Interpreting the WAIS & WMS
10. Current Issues

14. Learning Goals

By the end of the semester students will be able to

1. Explain the theoretical and historical bases for intellectual assessment;
2. Demonstrate knowledge and application of ethics, generally and related to assessment;
3. Articulate methods of establishing the different major types of reliability and validity;
4. Evaluate the psychometric strengths and weaknesses of major assessments, including the WAIS-IV and the WMS-IV;
5. Describe the different elements of a psychological battery, including knowledge of diverse methods of assessment as well as strategies for selecting, administering, interpreting, and using assessment and evaluation instruments and techniques;
6. Demonstrate awareness of and sensitivity to cultural factors that are related to evaluation of individuals and groups.

15. Assessment Strategies

Classroom discussion and participation, self- and client-administration of psychological tests, written reports, presentations, exams

16. Suggested Text(s) and Materials (example: textbooks, equipment, software, etc.)

Lichtenberger, E.O., & Kaufman, A.S. (2009). *Essentials of WAIS-IV assessment*. New Jersey: Wiley. ISBN 978-0-471-73846-6

Flanagan, D.P., & Harrison, P.L. (2005). *Contemporary intellectual assessment: Theories, tests, and issues* (2nd ed.). New York: Guilford Press. ISBN 978-1-593-85125-5

Sattler, J.M., & Ryan, J.J. (2009). *Assessment with the WAIS-IV*. La Mesa, CA: Sattler. ISBN 978-0-9702671-7-7