

**DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET**

See Course and Program Development Policy and Procedures for instructions

<b>SCHOOL:</b> LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	<b>Contact Name:</b> John Willis	<b>Phone:</b> 6110
<b>DEPARTMENT / DIVISION:</b> School of Public Affairs		
<b>SHORT DESCRIPTION OF PROPOSAL</b> (state name of action item 1-20 and course name, code & number / program affected): Creation of Four Year Undergraduate Program in Government and Public Policy		
<b>PROPOSED SEMESTER OF IMPLEMENTATION:</b> Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: <del>2008</del> 2009 <i>MJP</i>		

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

<b>Box 3: ACTION ITEM</b> (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 <sup>1</sup>	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
	8. New Course	NOP		ABCDEF
	9. Deactivate a Course	NO		ABCDEF
<input checked="" type="checkbox"/>	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 <sup>9</sup>	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	ABCDEFHJK
	19. New Degree Program	NOQR, 3,8	a, c, d, e	ABCDEFHJL
	20. Other	Varies	Varies	Varies

<b>Box 4: DOCUMENTATION (check boxes of documents included)</b>					
<input checked="" type="checkbox"/>	N. This Cover Sheet	<input type="checkbox"/>	Q. Full 5-page MHEC Proposal	<input type="checkbox"/>	T. Other
<input checked="" type="checkbox"/>	O. Summary Proposal	<input type="checkbox"/>	R. Financial Tables (MHEC)	<input type="checkbox"/>	
<input type="checkbox"/>	P. Course Definition Document	<input type="checkbox"/>	S. Contract	<input type="checkbox"/>	

- 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)**

<b>SCHOOL:</b> LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>
<b>SHORT DESCRIPTION OF PROPOSAL</b> (state name of action item 1-20 and course name, code & number / program affected):
Creation of Four Year Program in Government and Public Policy

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 checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee: <i>Ch. Schuster (for J. Wood)</i>	
c. University Relations <input type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached	Director or designee: <i>[Signature]</i>	11/14/07
d. Admissions <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee: <i>[Signature]</i>	11/12/07
e. Records <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee: <i>[Signature]</i>	11/12/07

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Laura A. Wilson-Jentley</i>	10/29/07
B. Final faculty review body within each School	Chair: <i>Smith T. Se</i>	11/29/07
C. College Dean	Dean: <i>Laura W. Taylor</i>	12/13/07
D. Provost and Senior Vice President for Academic Affairs	Provost: <i>Jordan M. Kendall</i>	12/14/07
E. Curriculum Review Committee (UFS subcommittee)	Chair: <i>Peter J. Yan</i>	1/8/08
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	

## Impact Statement From the Office of University Relations

These changes could potentially affect the undergraduate and graduate catalogs—which the Office of University Relations currently manages and produces—as well as other recruitment publications that contain this type of specific academic material. 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 related materials that are on our production schedule.

UNIVERSITY OF BALTIMORE

**DOCUMENT O: SUMMARY PROPOSAL**

See Course and Program Development Policy and Procedures for Instructions

<b>SCHOOL:</b> LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	<b>Contact Name:</b> John Willis	<b>Phone:</b> 6110
<b>DEPARTMENT / DIVISION:</b> School of Public Affairs		
<b>SHORT DESCRIPTION OF PROPOSAL</b> (state action item 1-23 and course name & number or program affected):		
Creation of Four Year Government and Public Policy Program		
<b>PROPOSED SEMESTER OF IMPLEMENTATION:</b> Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: <del>2008</del> 2009 <i>mjs</i>		

O-1: Briefly describe what is being requested:

Creation of a 120 hour program in Government and Public Policy.

For new courses or changes in existing courses (needed by Registrar)

<b>OLD Title:</b>	<b>Course # / HEGIS Code:</b>	<b>Credits:</b>
<b>NEW Title:</b>	<b>Course # / HEGIS Code:</b>	<b>Credits:</b>

O-2: Set forth the rationale for the proposal:

Program is to create a four year undergraduate major in Government and Public Policy to support the efforts of the FSP Initiative undertaken by UB.

## **Government and Public Policy Degree Requirements**

### **LOWER DIVISION UNIVERSITY REQUIREMENTS - 60 credits**

#### **General Education - 34 credits**

English Composition (3)  
Mathematics (3)  
Oral Communication (3)  
Literature (3)  
History or Philosophy (3).  
Fine Arts (3)  
Computer Literacy (3)  
Social and Behavioral Science 1 (3)  
Social and Behavioral Science 2 (3)  
Biological and Physical Science  
Laboratory Course (4)  
Non-Laboratory Course (3)

#### **First Year Seminar - 2 credits**

*(Transfer students replace this requirement with a lower division elective).*

IDIS 101 First Year Seminar: Applied Learning and Study Skills (2)

### **Lower Division Major Requirements - 12 credits**

GVPP 201 American Government (3)

The role and interrelationships of the federal, state and local governments in the formulation and implementation of public policy are examined. Major contemporary issues are explored to illustrate the policy making process.

GVPP 210 Global Politics (3)

An introduction to politics and governments in the global arena including issues of war and peace, economic development and trade, human rights, environment and globalization. Attention will be given to current conflicts.

One course in Economics (3) and one course in History or Philosophy (3) beyond the general education requirements set forth above.

### **Lower Division Electives From Any Discipline - 12 credits**

### **UPPER DIVISION UNIVERSITY REQUIREMENTS - 60 credits**

#### **General Education - 9 credits**

WRIT 300 Advanced Expository Writing (3)  
IDIS 302 Ethical Issues in Business and Society (3)

*Take ONE of the following:*

IDIS 301 World Cultures (3)  
IDIS 304 Arts and Ideas (3)

### **Government and Public Policy Requirements - 36 credits**

#### **Major Core Requirements - 12 credits**

GVPP 408 Methods in Government and Public Policy (3)  
One GVPP course in international studies (3): GVPP 385, GVPP 386, GVPP 484,  
GVPP 485, GVPP 486, GVPP 487, GVPP 488, GVPP 489  
One GVPP course in political theory (3): GVPP 381, GVPP 382, GVPP 426, GVPP 427,  
GVPP 482  
GVPP 499 Senior Seminar in Government and Public Policy (3)

#### **Major Electives - 24 credits**

Courses are selected after consultation with an adviser. Students who have a career interest in public policy and administration, public law or applied politics should take at least 9 credits in one of the three areas of interest listed below.

Students may take up to 6 non-classroom contact credits in either GVPP 470/471, Individual Research, or GVPP 490/491, Internships; or 3 credits in Individual Research and 3 credits in Internship.

#### **Public Policy and Administration**

GVPP 320 Public Administration  
GVPP 322 Bureaucracy and Public Policy  
GVPP 324 American Public Policy  
GVPP 326 Urban Politics and Public Policy  
GVPP 423 Public Budgeting and Personnel Administration  
GVPP 425 Administrative Law and Processes  
GVPP 427 Foundations of Democracy II  
HSMG 373 Health Policy and Politics

#### **Public Law and American Constitutional Systems**

GVPP 340 Constitutional Law  
GVPP 341 Civil Liberties and the Bill of Rights  
GVPP 344 American Presidency  
GVPP 345 The Legislative Process  
GVPP 348 State and Local Government  
GVPP 381 American Political Thought  
GVPP 426 Foundations of Democracy I

#### **Applied Politics**

GVPP 360 Parties, Campaigns and Elections  
GVPP 362 Media and Government  
GVPP 461 Maryland Government and Politics  
GVPP 463 Interest Group Politics and Lobbying

## GVPP 465 Survey Research and Public Opinion Analysis

### **Other Electives**

GVPP 382	Political Ideologies
GVPP 384	Comparative Government
GVPP 385	International Relations
GVPP 386	American Foreign Policy
GVPP 482	Topics in Political Theory
GVPP 483	Aging and Public Policy
GVPP 484	International Political Economy
GVPP 485	The Far East in World Affairs
GVPP 486	The Middle East
GVPP 487	Europe
GVPP 488	Africa
GVPP 489	The United Nations
GVPP 470/471	Individual Research
GVPP 490/491	Internship
GVPP 493	Honors Seminar
GVPP 497	Topics in Government and Public Policy

### **General Electives - 15 credits**

Students may take 15 credits in courses from any University discipline. Suggestions are made to fit various areas of interest. WRIT 313: Writing for Information Systems and WRIT 314: Argument and Persuasion are recommended for all students. Courses in Communications, Economics, History and Philosophy are also recommended for GVPP majors.