

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 XX	Contact Name: Ronald Castanzo	Phone: 410-867-1927
DEPARTMENT / DIVISION: Liberal Studies		
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected):		
#20 – Information Literacy Requirement – B.A. in Environmental Sustainability and Human Ecology		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input type="checkbox"/> X Spring <input type="checkbox"/> Year: 2010		

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

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
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
X 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)	
	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.

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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 XX No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
b. OTS XX No impact <input type="checkbox"/> Impact statement attached	CIO or designee:	
b. University Relations XX No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
d. Admissions XX No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
e. Records XX No impact <input type="checkbox"/> Impact statement attached	Registrar or designee:	

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Deborah Kohn</i>	<i>10-6-09</i>
B. Final faculty review body within each School	Chair: <i>Margaret J. Pittman</i>	<i>10/23/09</i>
C. College Dean	Dean: <i>Ray W. Turner</i>	<i>10/27/09</i>
D. Provost and Senior Vice President for Academic Affairs	Provost: <i>Mark W. Joseph Wood</i>	<i>11/02/09</i>
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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DEPARTMENT / DIVISION: Liberal Studies		
SHORT DESCRIPTION OF PROPOSAL (state action item 1-23 and course name & number or program affected):		
#20 – Information Literacy Requirement – B.A. in Environmental Sustainability and Human Ecology		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

O-1: Briefly describe what is being requested:
 Fulfillment of the Information Literacy Requirement in the Environmental Sustainability and Human Ecology B. A. program.

Statement for the Catalog: Students in the B.A. in Environmental Sustainability and Human Ecology program will meet the University of Baltimore Information Literacy requirement in one of the following ways:

Successful completion of IDIS 110 *Introduction to Information Literacy*
 OR
 Successful completion of ANTH 222, ANTH 365, BIOL 121, ENVS 221, ENVS 300, ENVS 375, ENVS 490, and MATH 115. All of these courses are core, required courses for the B.A. in Environmental Sustainability and Human Ecology degree. Most fulfill multiple learning goals of the IDIS 110 course.

Given the nature of the science curriculum (especially the laboratory courses), the Environmental Sustainability and Human Ecology program has several courses that alone fulfill virtually all of the learning goals associated with the Information Literacy requirement. In these courses, students not only gain wide exposure to the collection, analysis, and evaluation of scientific data, but they also have to be able to locate and distinguish among literature sources of varying utility regarding a particular issue or problem.

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

OLD Title:	Course # / HEGIS Code:	Credits:
NEW Title:	Course # / HEGIS Code:	Credits:

O-2: Set forth the rationale for the proposal:
IDIS 110 learning goals and the ESHE program courses that address them:

1. Explain the difference between data and information, facts and opinions: BIOL 121, ENVS 221, ENVS 300, ENVS 375, and ENVS 490 all address this learning goal.
2. Define an information problem and identify the type of information needed to solve it: ENVS 221, ENVS 300, ENVS 375, and ENVS 490 all address this learning goal.
3. Select from various information seeking strategies: ANTH 222, ANTH 365, ENVS 221, ENVS 300, ENVS 375, and ENVS 490 all address this learning goal.
4. Demonstrate proficiency with information search techniques using a variety of search tools (databases, search engines, etc.): ANTH 222, ANTH 365, ENVS 221, ENVS 375, and ENVS 490 all address this goal.
5. Evaluate the relevance, accuracy, and usefulness of information in the context of a problem or task: ENVS 300 and ENVS 490 both address this goal.
6. Understand information in different forms, such as graphical or statistical data: MATH 115, BIOL 121, ENVS 221, ENVS 300, ENVS 375, and ENVS 490 all address this learning goal.
7. Synthesize and present information effectively: ENVS 300 and ENVS 490 both address this learning goal.
8. Identify the components of valid arguments: ENVS 221, ENVS 300, ENVS 375, and ENVS 490 all address this learning goal.
9. Understand the process of scientific research: BIOL 121, ENVS 221, ENVS 300, ENVS 375, and ENVS 490 all address this learning goal.
10. Identify and resolve ethical issues associated with the gathering and use of information: ENVS 221, ENVS 300, ENVS 375, and ENVS 490 all address this learning goal.