

COSC 315

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: Stuart Moulthrop | Phone: 5301 |
| DEPARTMENT / DIVISION: School of Information Arts and Technologies | | |
| SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 below and program name OR course name, code, & number as applicable): 6. Pre- and Co-Requisite for COSC 315 | | |
| PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input type="checkbox"/> Spring <input checked="" type="checkbox"/> Year: 2011 | | |

| | | | | |
|-------------------------------|-------------------------------------|---------------------------------------------------|--------------------------------------------|--------------------------------|
| Box 1: TYPE OF ACTION | ADD(NEW) <input type="checkbox"/> | DEACTIVATE <input type="checkbox"/> | MODIFY <input checked="" type="checkbox"/> | OTHER <input type="checkbox"/> |
| Box 2: LEVEL OF ACTION | Non-Credit <input type="checkbox"/> | Undergraduate <input checked="" type="checkbox"/> | Graduate <input 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 | N, O, P | a, c, e | AC |
| 2. Course Title | N, O | | ABCD |
| 3. Course Credits | N, O, (P) | | ABCD |
| 4. Course Number | N, O | | ABCD |
| 5. Course Level | N, O | | ABCD |
| <input checked="" type="checkbox"/> 6. Pre & Co-Requisite | N, O | | ABCD |
| 7. Course Description | N, O, P | | ABCDEF |
| 8. New Course | N, O, P | | ABCDEF |
| 9. Deactivate a Course | N, O | | ABCDEF |
| 10. Program Requirements | N, O | (b, c, d, e) | ABCDEF |
| 11a. UG Specialization (24 credits or less) | N, O | a, b, c, d, e | ABCDEF |
| 11b. Masters Specialization (12 credits or less) | N, O | a, b, c, d, e | ABCDEF |
| 11c. Doctoral Specialization (18 credits or less) | N, O | a, b, e | ABCDEF |
| 12. Minor (add or delete) | N, O | a, b, c, d, e | ABCDEF |
| 13. Closed Site Program | N, O | e | ABCDHIK |
| 14. Program Suspension | N, O, S | a, e | ABCDEFGIK |
| 15. Program Reactivation | N, O | | |
| 16a. Certificate Program (ug/g) exclusively within existing degree program | N, O | a, c, e | ABCDEFHIK |
| 16b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits) | N, O, Q, R, S | a, c, e | ABCDEFHJL |
| 17. Off-Campus Delivery of Existing Program | N, O, S | a, b, c, e | ABCDHIL |
| 18a. UG Concentration (exceeds 24 credit hrs) | N, O, S | a, c, d, e | ABCDEFHJL |
| 18b. Masters Concentration (exceeds 12 credit hrs) | N, O, S | a, c, d, e | ABCDEFHJL |
| 18c. Doctoral Concentration (exceeds 18 credit hrs) | N, O, S | a, c, d, e | ABCDEFHJL |
| 19. Program Title Change | N, O, S | a, c, d, e | ABCDEFHJL |
| 20. Program Termination ² | N, O, S | d, e | ABCDEFHIK |
| 21. New Degree Program ³ | N, O, Q, R, S | a, c, d, e | ABCDEFHJL |
| 22. Other | Varies | Varies | Varies |

| Box 4: DOCUMENTATION (check boxes of documents included) | | | |
|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------------------------------|
| <input type="checkbox"/> N. This Cover Sheet | <input type="checkbox"/> Q. Full 5-page MHEC Proposal | <input type="checkbox"/> R. Financial Tables (MHEC) | <input type="checkbox"/> T. Other |
| <input type="checkbox"/> O. Summary Proposal | <input type="checkbox"/> S. Other documents as may be required by MHEC/ USM. See http://www.ubalt.edu/downloads/program_approval_Grid-USM-10-07.doc | | |
| <input type="checkbox"/> P. Course Definition Document | | | |

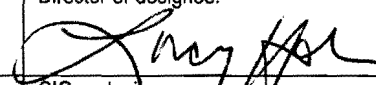
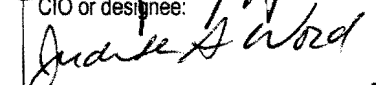
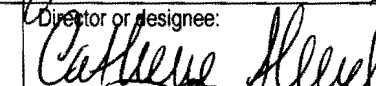
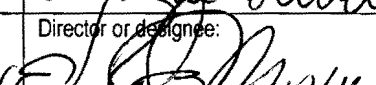
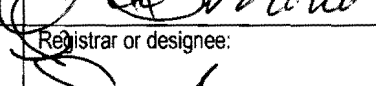
¹ Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.

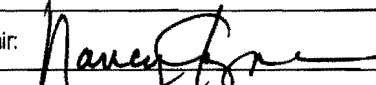
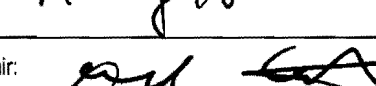
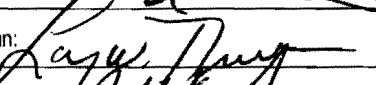
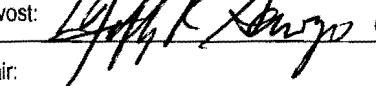
² See USM Policy on the Review and Abolition of Academic Programs (<http://www.usmd.edu/regents/bylaws/SectionIII/III702.html>) for list of information that must be provided for this action.

³ 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.

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

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|--------------------|
| SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/> | Contact Name: Stuart Moulthrop | Phone: 5301 |
| DEPARTMENT / DIVISION: School of Information Arts and Technologies | | |
| SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 and program name OR course name, code, & number as applicable): 6. Pre- and Co-Requisite | | |
| PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input type="checkbox"/> Spring <input checked="" type="checkbox"/> Year: 2011 | | |

| Box 5: IMPACT REVIEW | SIGNATURES (see procedures for authorized signers) | DATE |
|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|---------|
| a. Library <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Director or designee:  | 1/26/10 |
| b. OTS <input type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached | CIO or designee:  | 1/29/10 |
| c. University Relations <input checked="" type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached | Director or designee:  | 1-25-10 |
| d. Admissions <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Director or designee:  | 1-25-10 |
| e. Records <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Registrar or designee:  | 1-25-10 |

| Box 6: APPROVAL SEQUENCE | APPROVAL SIGNATURES | DATE |
|-----------------------------------------------------------|----------------------------------------------------------------------------------------------|---------|
| A. Department / Division | Chair:  | 2/12/10 |
| B. General Education (as required for #7, #8) | | |
| C. Final faculty review body within each School | Chair:  | |
| D. College Dean | Dean:  | 4/7/10 |
| E. Provost and Senior Vice President for Academic Affairs | Provost:  | 4/23/10 |
| F. Curriculum Review Committee (UFS subcommittee) | Chair: | |
| G. University Faculty Senate (UFS option) | Chair: | |
| H. University Council ⁴ | Chair: | |
| I. President | President: | |
| J. Board of Regents – notification only | | |
| K. Board of Regents – approval | | |
| L. MHEC – notification only | | |
| M. MHEC – approval | | |
| N. Middle States Association notification | Required only if the mission of the University is changed by the action | |

⁴ 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.

UNIVERSITY OF BALTIMORE

DOCUMENT O: SUMMARY PROPOSAL

See Course and Program Development Policy and Procedures for Instructions

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|--------------------|
| SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA X | Contact Name: Stuart Moulthrop | Phone: 5301 |
| DEPARTMENT / DIVISION: School of Information Arts and Technologies | | |
| SHORT DESCRIPTION OF PROPOSAL (State Document N, Box 3, action item and program name OR course name, code, & number as applicable): Item #6.: Remove prerequisite for COSC 315 | | |
| PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input type="checkbox"/> Spring X Year: 2011 | | |

O-1: Briefly describe what is being requested:

Remove MATH 111 as a pre-requisite for COSC 315.

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:

MATH 111 is not elsewhere required in the SDE curriculum, and is not essential to the type of programming that is taught in COSC 315.

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.

Impact Statement from the Office of Technology Services

These changes will require adjustment to the functional setup of PeopleSoft, which are handled by representatives from various business units and the schools. OTS advises that functional consideration of changes to any online application, portal information, reporting and extracts to the data warehouse should be considered by the constituent population, particularly if there is any existing PeopleSoft or reporting customization(s) that may need to be adjusted. Institutional Research may need to analyze data capture and reporting for internal and external reporting and trending.

OTS technical staff is available to participate in a consultative fashion as these changes continue to be evaluated and can assist in drafting specifications if necessary. No action will be taken unless requested by the functional representatives involved in reviewing the impact of these changes. Actions to make any changes should be triggered by the submission of a Call Center ticket with accompanying details.

Timely implementation for these changes may hinge on the development of functional requirements, technical specifications, developer coding, developer testing, user testing and scheduling production migration. These actions are dependent upon the workload and current priority of shared technical campus resources. Proactive and early planning will assist in meeting deadlines.