

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: Charles L. Sykes	Phone: 5223
DEPARTMENT / DIVISION: School of Information Arts & Technologies		
SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 below and program name OR course name, code, & number as applicable): 3. COSC 433 Network Security - Reduction in credit hours from 4.0 to 3.0		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

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)
<input type="checkbox"/>	1. Experimental Course ¹	N, O, P	a, c, e	AC
<input type="checkbox"/>	2. Course Title	N, O		ABCD
<input checked="" type="checkbox"/>	3. Course Credits	N, O, (P)		ABCD
<input type="checkbox"/>	4. Course Number	N, O		ABCD
<input type="checkbox"/>	5. Course Level	N, O		ABCD
<input type="checkbox"/>	6. Pre & Co-Requisite	N, O		ABCD
<input type="checkbox"/>	7. Course Description	N, O, P		ABCDEF
<input type="checkbox"/>	8. New Course	N, O, P		ABCDEF
<input type="checkbox"/>	9. Deactivate a Course	N, O		ABCDEF
<input checked="" type="checkbox"/>	10. Program Requirements	N, O	(b, c, d, e)	ABCDEF
<input type="checkbox"/>	11a. UG Specialization (24 credits or less)	N, O	a, b, c, d, e	ABCDEF
<input type="checkbox"/>	11b. Masters Specialization (12 credits or less)	N, O	a, b, c, d, e	ABCDEF
<input type="checkbox"/>	11c. Doctoral Specialization (18 credits or less)	N, O	a, b, e	ABCDEF
<input type="checkbox"/>	12. Minor (add or delete)	N, O	a, b, c, d, e	ABCDEF
<input type="checkbox"/>	13. Closed Site Program	N, O	e	ABCDHIK
<input type="checkbox"/>	14. Program Suspension	N, O, S	a, e	ABCDEFGIK
<input type="checkbox"/>	15. Program Reactivation	N, O		
<input type="checkbox"/>	16a. Certificate Program (ug/g) exclusively within existing degree program	N, O	a, c, e	ABCDEFHIK
<input type="checkbox"/>	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
<input type="checkbox"/>	17. Off-Campus Delivery of Existing Program	N, O, S	a, b, c, e	ABCDHIL
<input type="checkbox"/>	18a. UG Concentration (exceeds 24 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	18b. Masters Concentration (exceeds 12 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	18c. Doctoral Concentration (exceeds 18 credit hrs)	N, O, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	19. Program Title Change	N, O, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	20. Program Termination ²	N, O, S	d, e	ABCDEFHIK
<input type="checkbox"/>	21. New Degree Program ³	N, O, Q, R, S	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	22. Other	Varies	Varies	Varies

Box 4: DOCUMENTATION (check boxes of documents included)					
<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. 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"/>	

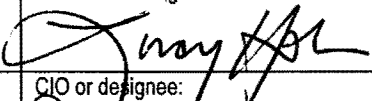
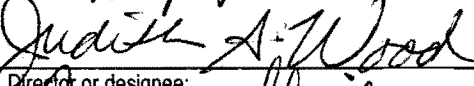
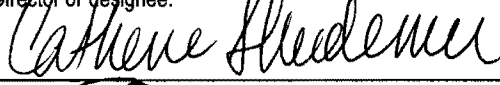
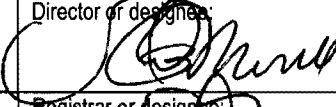

¹ Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.

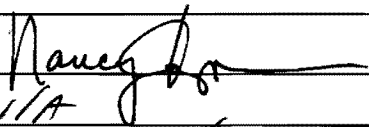
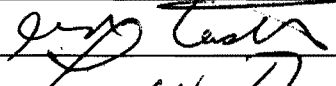
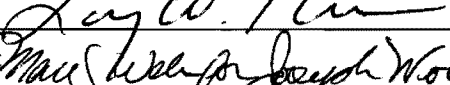
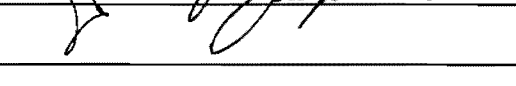
² See USM Policy on the Review and Abolition of Academic Programs (<http://www.usmd.edu/regents/bylaws/Section111/11702.html>) for list of information that must be provided for this action.

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.

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PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

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: 	8/31/09
b. OTS <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee: 	8/1/09
c. University Relations <input type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached	Director or designee: 	8/31/09
d. Admissions <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee: 	8/21/09
e. Records <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee: 	8/31/09

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: 	8/26/09
B. General Education (as required for #7, #8)	N/A	
C. Final faculty review body within each School	Chair: 	10/23/09
D. College Dean	Dean: 	10/27/09
E. Provost and Senior Vice President for Academic Affairs	Provost: 	11/02/09
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.

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

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O-1: Briefly describe what is being requested:

The number of credits for COSC 433 should be reduced from 4.0 credit hours to 3.0 credit hours.

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

OLD Title: Network Security	Course # / HEGIS Code: COSC 433	Credits: 4.0
NEW Title: Network Security	Course # / HEGIS Code: COSC 433	Credits: 3.0

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

When the network security course was initially designed, earlier in the decade, extensive in-class labs were customary. Although labs are still a fundamental part of the course, the software components and course content have changed to the extent where the duration of the labs are such that they can be conducted within the normal time allotted for a class (2.5 hours), and other exercises can be conducted by the student on personal systems at home (all students are expected to own a computer).

Prior to last fall, the 4 credit courses ran from 5:30 – 9:45, essentially carrying 1.5 hours for each lab. The Dean's office subsequently ruled that, as the labs were not a separate component as is commonly done in the physical sciences, the class time should be reduced, ending at 9:00 instead of 9:45, thereby reducing the lab component from 90 to 45 minutes and further reinforcing the decision to reduce the excessive classroom time allotted for the labs.

The obvious advantage for students is a reduction in course fees – they are charged for one less hour. A second advantage is the possibility of taking two courses in one night, thereby reducing the overhead (travel, wait time, etc.) per course.

An advantage to the department is more effective use of the classrooms. The 4 credit courses overlap both evening time slots, only allowing one course per night in a classroom. As the networking & security courses are taught in a designated classroom (no Internet access), the one hour reduction effectively doubles the number of classes we can offer in a given term.

Currently the AIT program requires 61 credits, so this revision would appropriately reduce it to 60 credits.