

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: Catherine Albrecht	Phone: 5328
DEPARTMENT / DIVISION: Legal, Ethical, and Historical Studies		
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected):		
HIST 465: Topics in East European History		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input checked="" type="checkbox"/> Year: 2008		

Box 1: TYPE OF ACTION	ADD(NEW) <input checked="" type="checkbox"/> X	DEACTIVATE <input type="checkbox"/>	MODIFY <input type="checkbox"/>	OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION	Non-Credit <input type="checkbox"/>	Undergraduate <input checked="" type="checkbox"/> X	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	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	ABCDEFGHJL
	16b. Masters Concentration (exceeds 12 credit hours)	NO, 5	a, c, d, e	ABCDEFGHJL
	16c. Doctoral Concentration (exceeds 18 credit hours)	NO, 5	a, c, d, e	ABCDEFGHJL
	17. Program Title Change	NO, 5	a, c, d, e	ABCDEFGHJL
	18. Program Termination	NO, 10	d, e	ABCDEFGHIK
	19. New Degree Program	NOQR, 3,8	a, c, d, e	ABCDEFGHJL
	20. Other	Varies	Varies	Varies

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

- 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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HIST 465: Topics in East European History

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 <i>attached</i> <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee: <i>Judith A Wood</i>	5/18/07
c. University Relations <input type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached	Director or designee: <i>Catherine Steedman</i>	5/18/07
d. Admissions <input type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached	Director or designee: <i>Jean J. Ammon</i>	5/18/07
e. Records <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee: <i>J. B. [unclear]</i>	5/14/07

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>D. Mulcahey</i>	4/25/07
B. Final faculty review body within each School	Chair: <i>Joseph [unclear]</i>	10/11/07
C. College Dean	Dean: <i>Greg W. [unclear]</i>	10/29/07
D. Provost and Senior Vice President for Academic Affairs	Provost: <i>John M. Randall</i>	11/06/07
E. Curriculum Review Committee (UFS subcommittee)	Chair: <i>Dusty [unclear]</i>	11/6/07
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	

Input Statement

For Admissions: Any program changes can impact recruitment literature and/or course catalogs.

OTS makes the assumption that the development of online course materials (Web Tycho) are not necessary and these will be delivered with traditional classroom instruction methods (i.e. no remote locations and not video-taped or archived). Given these assumptions, there should not be any impact.

IMPACT ON LIBRARY OF NEW AND REVISED HISTORY COURSES

After discussion with Prof. Albrecht of the Legal, Ethical, and Historical Studies department I am certifying that these changes **will not** have a major impact on the Library.

Steve LaBash
Director
Langsdale Library
slabash@ubalt.edu
410.837.4269

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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DEPARTMENT / DIVISION: Legal, Ethical, and Historical Studies		
SHORT DESCRIPTION OF PROPOSAL (state action item 1-23 and course name & number or program affected):		
HIST 465: Topics in East European History		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input checked="" type="checkbox"/> Year: 2008		

O-1: Briefly describe what is being requested:

We propose to offer a new course, HIST 465: Topics in East European History. The course will focus on particular topics, depending on student interest.

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

OLD Title:	Course # / HEGIS Code:	Credits:
		3
NEW Title: Topics in East European History	Course # / HEGIS Code: HIST 465	Credits: 3

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

Since 1990, the History program at the University of Baltimore has offered various courses on East European History under the rubric of HIST 497: Special Topics. Many of these topical courses have been offered more than twice, and according to UB's curricular guidelines, they should have been proposed as new courses long ago. However, given the highly specialized nature of some of these courses, it makes more sense to create an umbrella course, within which specialized topics can be offered. Examples of courses already developed and offered at least twice within the broader field of East European History include: East European History, East Central European History, History of Bosnia, Baltic History, and Habsburg History. All of these have also been crosslisted as World Cultures courses.

Document P: Required Format for Course Definition Document

Include in your course definition items one through 15 using as much space as needed.

- I. Date Prepared: April 15, 2007
- II. Prepared by: Catherine Albrecht
- III. Department: Legal, Ethical, & Historical Studies
- IV. Course Number(s), including HEGIS code(s): HIST 465
- V. Course Title: Topics in East European History
- VI. Credit Hours: 3
- VII. Catalog Description (Paragraph should reflect general aims and nature of the course):
Intensive exploration of a geographic area or historical theme within Eastern Europe. The course may focus on such topics as southeastern Europe, the Baltic region, east central Europe. The topic to be studied appears in the class schedule. May be repeated for credit when the topic changes.
- VIII. Prerequisites: None
- IX. Faculty qualified to teach course: Albrecht
- X. Course Type / Component (clinical, continuance, discussion, field studies, independent study, laboratory, lecture, seminar, supervision, thesis research, workshop): Lecture
- XI. Suggested approximate class size: 25-30.
- XII. Content Outline: Varies depending on the topic. For example, a course on Baltic History could include the following topics: Geography and people of the Baltic region; the Baltic region in the Middle Ages; the western borderlands of the Russian Empire; years of revolution, 1905-1920; state-building in the interwar republics; interwar dictatorships; World War II; high Stalinism in the USSR; reform and reaction under Krushchev and Brezhnev; independence movements; political and economic reform since 1991; the Baltic states today.
- XIII. Learning Goals:

1. Gain an understanding of the history and culture of the region under study; recognize and appreciate cultural diversity
2. Read and interpret different sorts of historical documents contextually
3. Weigh and interpret the available evidence and present a sustained argument in papers and discussion; demonstrate the ability to distinguish between opinion and interpretation
4. Connect knowledge of the past to an understanding of contemporary issues

XIV. Assessment Strategies: Map quizzes, analytical essays, discussions. Some sections may include a research project.

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

In addition to an appropriate textbook, the course will utilize other media, such as films, maps, and the web to gain insights into East European history.