

**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 X	<b>Contact Name:</b> Michele Cotton	<b>Phone:</b> 837-5320
<b>DEPARTMENT / DIVISION:</b> Division of Legal, Ethical and Historical Studies		
<b>SHORT DESCRIPTION OF PROPOSAL</b> (State Document N action item from Box 3 below and program name OR course name, code, & number as applicable):		
7. Course description: LEST 630 Law and History Seminar		
<b>PROPOSED SEMESTER OF IMPLEMENTATION:</b> Fall <input type="checkbox"/> Spring X Year: 2011		

<b>Box 1: TYPE OF ACTION</b>	ADD(NEW) <input type="checkbox"/>	DEACTIVATE <input type="checkbox"/>	MODIFY X	OTHER <input type="checkbox"/>
<b>Box 2: LEVEL OF ACTION</b>	Non-Credit <input type="checkbox"/>	Undergraduate <input type="checkbox"/>	Graduate X	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>	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
	6. Pre & Co-Requisite	N, O		ABCD
X	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 <sup>2</sup>	N, O, S	d, e	ABCDEFHJK
	21. New Degree Program <sup>3</sup>	N, O, Q, R, S	a, c, d, e	ABCDEFHJL
	22. Other	Varies	Varies	Varies

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

<sup>1</sup> Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.  
<sup>2</sup> 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.  
<sup>3</sup> 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)**

<b>SCHOOL:</b> LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	<b>Contact Name:</b> Michele Cotton	<b>Phone:</b> 837-5320
<b>DEPARTMENT / DIVISION:</b> Division of Legal, Ethical and Historical Studies		
<b>SHORT DESCRIPTION OF PROPOSAL</b> (State Document N action item from Box 3 and program name OR course name, code, & number as applicable):		
7. Course description: LEST 630 Law and History Seminar		
<b>PROPOSED SEMESTER OF IMPLEMENTATION:</b> Fall <input type="checkbox"/> Spring <input checked="" type="checkbox"/> Year: 2011		

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

<b>Box 6: APPROVAL SEQUENCE</b>	<b>APPROVAL SIGNATURES</b>	<b>DATE</b>
A. Department / Division	Chair: <i>Thomas E. Carney</i>	20 Apr 2010
B. General Education (as required for #7, #8)		
C. Final faculty review body within each School	Chair: <i>Margaret J. Potthast</i>	4-29-10
D. College Dean	Dean: <i>Ray W. Thum</i>	5/3/10
E. Provost and Senior Vice President for Academic Affairs	Provost: <i>Jelly K. Arroyo (Assoc. Prov.)</i>	5/18/10
F. Curriculum Review Committee (UFS subcommittee)	Chair:	
G. University Faculty Senate (UFS option)	Chair:	
H. University Council <sup>4</sup>	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	

<sup>4</sup> 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

<b>SCHOOL:</b> LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA X	<b>Contact Name:</b> Michele Cotton	<b>Phone:</b> 837-5320
<b>DEPARTMENT / DIVISION:</b> Division of Legal, Ethical and Historical Studies		
<b>SHORT DESCRIPTION OF PROPOSAL</b> (State Document N, Box 3, action item and program name OR course name, code, & number as applicable):		
7. Course description: LEST 630 Law and History Seminar		
<b>PROPOSED SEMESTER OF IMPLEMENTATION:</b> Fall <input type="checkbox"/> Spring X Year: 2011		

O-1: Briefly describe what is being requested:  Change course description for LEST 630.		
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:  This course is intended as a "catchall" for varied courses concerned with legal history. The existing description is too specific as to the pedagogy to describe a course that can be taught by a number of faculty who may use different approaches. Further, the course description should be simplified to match that used in other "catchall" courses (LEST 605, 610, and 625).
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University of Baltimore

**DOCUMENT P: Required Format for Course Definition Document**

See Course and Program Development Policy and Procedures for Instructions

- |    |  |   |
|----|--|---|
| 1. | Date Prepared  | April 8, 2010                                     |
| 2. | Prepared by  | Michele Cotton                                    |
| 3. | Department/Division  | Division of Legal, Ethical and Historical Studies |
| 4. | Course Number(s), including HEGIS code(s)  | LEST 630  |
| 5. | Course Title   | Law and History Seminar                           |
| 6. | Credit Hours   | 3   |
| 7. | Catalog Description (Paragraph should reflect general aims and nature of the course) |   |

Proposed revised catalogue language:

**LEST 630 Law and History Seminar (3)** Varying course offering that explores a particular topic in legal history. Course may be repeated for credit where topic differs. *Prerequisites: LEST 501 and 506, or permission of the program director.*

Existing catalogue language:

**LEST 630 Law and History Seminar (3)** Selected topics related to law and history, including such subjects as the history of the common law, American constitutional history, the Western legal tradition, law reform movements, Maryland's legal history and the evolution of our civil rights and civil liberties. Students do some readings in common to define the themes of the seminar and also undertake independent research. A major paper is required. prerequisites: LEST 500, 501 and 506 or permission of instructor

- |     |  |                      |
|-----|--|----------------------|
| 8.  | Prerequisites  | 500, 501, and 506    |
| 9.  | Course Purpose   | Elective             |
| 10. | General Education area, if applicable (i.e., social sciences, humanities, science, etc.) | NA                   |
| 11. | Course Type  | Seminar              |
| 12. | Faculty qualified to teach the course  | Carney, Sawyer, etc. |
| 13. | Content Outline  | Varies               |
| 14. | Learning Goals   | Vary                 |
| 15. | Assessment Strategies  | Vary                 |
| 16. | Suggested Text(s) and Materials  | Vary                 |
| 17. | Suggested class size   | 15                   |
| 18. | Lab Fees (when applicable)   | NA                   |

University of Baltimore

**DOCUMENT P: Required Format for Course Definition Document**

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- |    |  |   |
|----|--|---|
| 1. | Date Prepared  | April 8, 2010                                     |
| 2. | Prepared by  | Michele Cotton                                    |
| 3. | Department/Division  | Division of Legal, Ethical and Historical Studies |
| 4. | Course Number(s), including HEGIS code(s)  | LEST 630  |
| 5. | Course Title   | Law and History Seminar                           |
| 6. | Credit Hours   | 3   |
| 7. | Catalog Description (Paragraph should reflect general aims and nature of the course) |   |

Proposed revised catalogue language:

**LEST 630 Law and History Seminar (3)** Varying course offering that explores a particular topic in legal history. Examples of such seminars include the history of the common law, American constitutional history, and law reform movements. Course may be repeated for credit where topic differs. *Prerequisites: LEST 501 and 506, or permission of the program director.*

Existing catalogue language:

**LEST 630 Law and History Seminar (3)** Selected topics related to law and history, including such subjects as the history of the common law, American constitutional history, the Western legal tradition, law reform movements, Maryland's legal history and the evolution of our civil rights and civil liberties. Students do some readings in common to define the themes of the seminar and also undertake independent research. A major paper is required. prerequisites: LEST 500, 501 and 506 or permission of instructor

- |     |  |                      |
|-----|--|----------------------|
| 8.  | Prerequisites  | 500, 501, and 506    |
| 9.  | Course Purpose   | Elective             |
| 10. | General Education area, if applicable (i.e., social sciences, humanities, science, etc.) | NA                   |
| 11. | Course Type  | Seminar              |
| 12. | Faculty qualified to teach the course  | Carney, Sawyer, etc. |
| 13. | Content Outline  | Varies               |
| 14. | Learning Goals   | Vary                 |
| 15. | Assessment Strategies  | Vary                 |
| 16. | Suggested Text(s) and Materials  | Vary                 |
| 17. | Suggested class size   | 15                   |
| 18. | Lab Fees (when applicable)   | NA                   |