

**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 checked="" type="checkbox"/> YGCLA <input type="checkbox"/>	<b>Contact Name:</b> Darlene Smith	<b>Phone:</b> x4996
<b>DEPARTMENT / DIVISION:</b> Accounting & MIS		
<b>SHORT DESCRIPTION OF PROPOSAL</b> (state name of action item 1-20 and course name, code & number / program affected):		
INSS 740: INTRODUCTION TO SECURITY MANAGEMENT (New required course for Business Security specialization in the MBA program)		
<b>PROPOSED SEMESTER OF IMPLEMENTATION:</b> Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2007		

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

<b>Box 3: ACTION ITEM</b> (check appropriate boxes)		<b>DOCUMENTS REQUIRED</b> (see box 4 below)	<b>IMPACT REVIEWS</b> (see box 5 on back)	<b>APPROVAL SEQUENCE</b> (see box 6 on back)
<input type="checkbox"/>	1. Experimental Course <sup>1</sup>	NOP	a, c, e	AC
<input type="checkbox"/>	2. Course Title	NO		ABCD
<input type="checkbox"/>	3. Course Credits	NO		ABCD
<input type="checkbox"/>	4. Course Number	NO		ABCD
<input type="checkbox"/>	5. Course Level	NO		ABCD
<input type="checkbox"/>	6. Pre & Co-Requisite	NO		ABCD
<input type="checkbox"/>	7. Course Description	NOP		ABCDEF
<input checked="" type="checkbox"/>	8. New Course	NOP		ABCDEF
<input type="checkbox"/>	9. Deactivate a Course	NO		ABCDEF
<input type="checkbox"/>	10. Program Requirements	NO	b, c, d, e	ABCDEF
<input type="checkbox"/>	11a. UG Specialization (24 credits or less)	NO	a, b, c, d, e	ABCDEF
<input type="checkbox"/>	11b. Masters Specialization (12 credits or less)	NO	a, b, c, d, e	ABCDEF
<input type="checkbox"/>	11c. Doctoral Specialization (18 credits or less)	NO	a, b, e	ABCDEF
<input type="checkbox"/>	12. Closed Site Program	NOT	e	ABCDHIK
<input type="checkbox"/>	13. Program Suspension <sup>9</sup>	NO,5	a, e	ABCDEGIK
<input type="checkbox"/>	14a. Certificate Program (ug/g) exclusively within existing degree program	NO	a, c, e	ABCDEFHIK
<input type="checkbox"/>	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
<input type="checkbox"/>	15. Off-Campus Delivery of Existing Program	NO, 4	a, b, c, e	ABCDHIL
<input type="checkbox"/>	16a. UG Concentration (exceeds 24 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	16b. Masters Concentration (exceeds 12 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	16c. Doctoral Concentration (exceeds 18 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	17. Program Title Change	NO, 5	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	18. Program Termination	NO, 10	d, e	ABCDEFHIK
<input type="checkbox"/>	19. New Degree Program	NOQR, 3,8	a, c, d, e	ABCDEFHJL
<input type="checkbox"/>	20. Other	Varies	Varies	Varies

<b>Box 4: DOCUMENTATION (check boxes of documents included)</b>					
<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 checked="" type="checkbox"/>	P. Course Definition Document	<input type="checkbox"/>	S. Contract	<input type="checkbox"/>	

- 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)

SCHOOL: LAW <input type="checkbox"/> MSB <input checked="" type="checkbox"/> YGCLA <input type="checkbox"/>
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected):
A new required course INSS 740: Introduction to Security Management (New course in the Business Security specialization for the UB-Towson joint MBA program)

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 <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee:	
c. University Relations <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee: <i>Gigi Boan / D. Sub</i>	<i>5/29/07</i>
d. Admissions <input type="checkbox"/> No impact <input checked="" type="checkbox"/> Impact statement attached	Director or designee: <i>Jean J. Anson</i>	<i>5/30/07</i>
e. Records <input checked="" type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee: <i>Richard Howell / D. Sub</i>	<i>5/29/07</i>

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Missy An</i>	<i>5/31/07</i>
B. Final faculty review body within each School	Chair: <i>Joe R. Roman</i>	<i>5/25/07</i>
C. College Dean	Dean: <i>Susan Zocun</i>	<i>5/24/07</i>
D. Provost and Senior Vice President for Academic Affairs	Provost: <i>Paula M. Landell</i>	<i>6/4/07</i>
E. Curriculum Review Committee (UFS subcommittee)	Chair: <i>Michelle Galligan</i>	<i>6.5.07</i>
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	

5/30/07

Curriculum changes may impact recruitment literature.

**DOCUMENT O: SUMMARY PROPOSAL**

See Course and Program Development Policy and Procedures for Instructions

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<b>DEPARTMENT / DIVISION:</b> Accounting & MIS		
<b>SHORT DESCRIPTION OF PROPOSAL</b> (state action item 1-23 and course name & number or program affected):		
New course approval: INSS 740: INTRODUCTION TO SECURITY MANAGEMENT A new required course to satisfy the business security specialization in the joint UB-Towson MBA program		
<b>PROPOSED SEMESTER OF IMPLEMENTATION:</b> Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2007		

O-1: Briefly describe what is being requested:

Approval of INSS 740: INTRODUCTION TO SECURITY MANAGEMENT to satisfy the business security specialization requirement.

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

OLD Title:	Course # / HEGIS Code:	Credits:
NEW Title: Introduction to Security Management	Course # / HEGIS Code: INSS 740	Credits: 3

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

The Internet age is creating borderless organizations in the 21<sup>st</sup> century. This is allowing organizations to do business across international borders. However this is also creating security problems for organizations. Security is defined as guarding against unauthorized access to private property. Typically organizations have three specialized areas that require security: physical, operational and intellectual property. Security, typically, is achieved by coordinating efforts in each of the three areas by developing proper strategies and plans and managing them in a controlled environment.

This course is an overview of principles and issues in business and organizational security management. Students examine the challenges embodied in various aspects of security mentioned above. Planning for loss prevention and the protection of assets are examined. Students employ the use of situational analyses, case studies, and other research-oriented approaches.

The course syllabus is attached.

Proposed Course Syllabus (Document P)  
**INSS 740 -- Introduction to Security Management**

1. Date Prepared: March 20, 2007
2. Prepared by: A. Aggarwal
3. Department: Acct & Information Systems
4. Course Number: INSS 740
5. Course Title: Introduction to Security Management
6. Credit Hours: 3

7. Catalog Description:

This course is an overview of principles and issues in business and organizational security management. Students examine the challenges embodied in various aspects of security mentioned above. Planning for loss prevention and the protection of assets are examined. Students employ the use of situational analyses, case studies, and other research-oriented approaches.

8. Prerequisites: INSS 640
9. Faculty qualified to teach the course: Aggarwal, Bento, Fowler
10. Course Type / Component: lecture / seminar
11. Suggested approximate class size: 35

12. Content Outline (based on learning goals listed below)

Topics will include

- Introduction to Business Security
- Nature of threats to safety and security
- Legal aspects of business security
- Risk assessment and planning for loss prevention of physical assets
- Risk assessment and planning for loss prevention of operational assets
- Risk assessment and planning for loss prevention of Intellectual property assets
- Coordinate plans for physical, property and intellectual property management
- Use project management principles for business security programs
- Advances in Business security management

13. Learning Goals:

Upon completion of the course students will be able to:

- Understand public and private laws related to security
- Identify threats to physical, operational and intellectual property of the business.
- Assess risk, develop plans for loss preventions and protection for organizational physical assets
- Assess risk, develop plans for loss preventions and protection for organizational operational assets
- Assess risk, develop plans for loss preventions and protection for organizational intellectual property assets

- Coordinate organize and plans for business safety and security in the above three areas.
- Apply project Management principles to business security program

#### 14. Assessment Strategies

Hands-on applications projects, presentations, assignments and exams.

#### 15. Possible texts:

P. J. Ortmeier, Security Management: An Introduction, 2/E, Prentice Hall, 2005  
ISBN-10: 0131137921, ISBN-13: 9780131137929.

**Please see the attached syllabus.**

## The UB/TOWSON MBA

### INSS 740 INTRODUCTION TO SECURITY MANAGEMENT

Dr. A. K. Aggarwal

#### **COURSE DESCRIPTION:**

The Internet age is creating borderless organizations in the 21<sup>st</sup> century. This is allowing organizations to do business across international borders. However this is also creating security problems for organizations. Security is defined as guarding against unauthorized access to private property. Typically organizations have three specialized areas that require security: physical, operational and intellectual property. Security, typically, is achieved by coordinating efforts in each of the three areas by developing proper strategies and plans and managing them in a controlled environment.

This course is an overview of principles and issues in business and organizational security management. Students examine the challenges embodied in various aspects of security mentioned above. Planning for loss prevention and the protection of assets are examined. Students employ the use of situational analyses, case studies, and other research-oriented approaches.

#### **SUGGESTED TEXTS**

P. J. Ortmeier, Security Management: An Introduction, 2/E, Prentice Hall, 2005  
ISBN-10: 0131137921, ISBN-13: 9780131137929.

#### **PREREQUISITE:**

INSS 640

**LEARNING OBJECTIVES:** By the end of the course, students should have an understanding of the following:

1. Understand public and private laws related to security
2. Identify threats to physical, operational and intellectual property of the business.
3. Be able to assess risk, develop plans for loss preventions and protection for organizational physical assets
4. Be able to assess risk, develop plans for loss preventions and protection for organizational operational assets
5. Be able to assess risk, develop plans for loss preventions and protection for organizational intellectual property assets
6. Be able to coordinate organize and plans for business safety and security in the

above three areas.

7. Apply project Management principles to business security program

**COURSE FORMAT:**

The course will be a combination of lecture, class discussion, hands-on exercises and projects. Most class sessions will include lectures by the instructor, but there will also be many exercises conducted in the participative mode. You will be assigned to a small group for discussion, and then the entire class will discuss the assignment, with the instructor moderating.

**SUGGESTED GRADING:**

<b>Cases (4)</b>	80%
1. Develop plans for physical security	
2. Develop plans for operational security	
3. Develop plans for Intellectual property security	
4. Coordinate plans for overall security (final exam case)	
Mid Term	20%
Total---	100%

**GROUP PROJECT:**

Assignments maybe done in small groups or individually depending on the class size. Assignments may not have equal weight. Please check assignments for points.

**TENTATIVE SCHEDULE**

<b>Schedule</b>	<b>Course Outline</b>	<b>DUE DATE</b>
<b>Week 1</b>	<ul style="list-style-type: none"><li>• Introduction to Business Security</li></ul>	
<b>Week 2</b>	<ul style="list-style-type: none"><li>• Nature of threats to safety and Security</li></ul>	
<b>Week 3</b>	<ul style="list-style-type: none"><li>• Legal Aspects of Business Security</li></ul>	
<b>Week 4</b>	<ul style="list-style-type: none"><li>• Risk Assessment and planning for loss prevention of physical assets</li></ul>	

- Week 5**
  - Continue with Risk Assessment and planning for loss prevention of physical assets
  
- Week 6**
  - Risk Assessment and planning for loss prevention of operational assets
  
- Week 7**
  - Continue with Risk Assessment and planning for loss prevention of operational assets
  
- Week 8**
  - MID TERM EXAM
  
- Week 9**
  - Risk Assessment and planning for loss prevention of intellectual property assets
  
- Week 10**
  - Continue with Risk Assessment and planning for loss prevention of intellectual property assets
  
- Week 11**
  - Coordinate plans for physical, property and intellectual property management
  
- Week 12**
  - Use project management principles for business security programs
  
- Week 13**
  - Continue Use project management principles for business security programs
  
- Week 14**
  - Advances in Business Security Management
  
- Week 15**
  - FINAL TAKE HOME CASE STUDY

NOTE:

Any changes will be announced in class