

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: Gina M. Finelli | Phone: 5349 |
| DEPARTMENT / DIVISION: Applied Behavioral Sciences | | |
| SHORT DESCRIPTION OF PROPOSAL (State Document N action item from Box 3 below and program name OR course name, code, & number as applicable): | | |
| 9 Deactivate a Course: SOCI 689 Supervised Research Seminar | | |
| 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 checked="" type="checkbox"/> | MODIFY <input type="checkbox"/> | OTHER <input type="checkbox"/> |
| Box 2: LEVEL OF ACTION | Non-Credit <input type="checkbox"/> | Undergraduate <input type="checkbox"/> | Graduate <input checked="" 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 | | ACD |
| | 3. Course Credits | N, O, (P) | | ACD |
| | 4. Course Number | N, O | | ACD |
| | 5. Course Level | N, O | | ACD |
| | 6. Pre & Co-Requisite | N, O | | ACD |
| | 7. Course Description | N, O, P | | ABCDEF |
| | 8. New Course | N, O, P | | ABCDEF |
| X | 9. Deactivate a Course | N, O | | ACDEF |
| | 10. Program Requirements | N, O | (b, c, d, e) | ACDEF |
| | 11a. UG Specialization (24 credits or less) | N, O | a, b, c, d, e | ACDEF |
| | 11b. Masters Specialization (12 credits or less) | N, O | a, b, c, d, e | ACDEF |
| | 11c. Doctoral Specialization (18 credits or less) | N, O | a, b, e | ACDEF |
| | 12. Minor (add or delete) | N, O | a, b, c, d, e | ACDEF |
| | 13. Closed Site Program | N, O | e | ACDEIL |
| | 14. Program Suspension | N, O, S | a, e | ACDEFGI JL |
| | 15. Program Reactivation | N, O | | |
| | 16a. Certificate Program (ug/g) exclusively within existing degree program | N, O | a, c, e | ACDEFJIM |
| | 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 | ACDEFIKM |
| | 17. Off-Campus Delivery of Existing Program | N, O, S | a, b, c, e | ACDEJM |
| | 18a. UG Concentration (exceeds 24 credit hrs) | N, O, S | a, c, d, e | ACDEFGIKM |
| | 18b. Masters Concentration (exceeds 12 credit hrs) | N, O, S | a, c, d, e | ACDEFGIKM |
| | 18c. Doctoral Concentration (exceeds 18 credit hrs) | N, O, S | a, c, d, e | ACDEFGIKM |
| | 19. Program Title Change | N, O, S | a, c, d, e | ACDEFGIKM |
| | 20. Program Termination ² | N, O, S | d, e | ACDEFGIKM |
| | 21. New Degree Program ³ | N, O, Q, R, S | a, c, d, e | ACDEFGIKM |
| | 22. Other | Varies | Varies | Varies |

| Box 4: DOCUMENTATION (check boxes of documents included) | | | |
|---|-------------------------------|---|----------|
| X | N. This Cover Sheet | Q. Full 5-page MHEC Proposal | T. Other |
| X | O. Summary Proposal | R. Financial Tables (MHEC) | |
| | P. Course Definition Document | S. Other documents as may be required by MHEC/ USM. See http://www.ubalt.edu/downloads/program_approval_Grid_8-3-09.docx | |


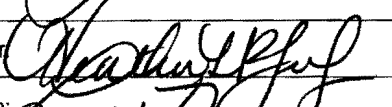
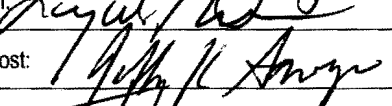
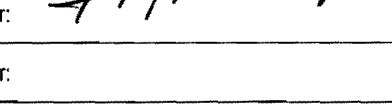
¹ Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.

² See USM Policy on the Review and Abolition of Academic Programs (<http://www.usmd.edu/regents/bylaws/Section11111702.html>) for list of information that must be provided for this action.

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

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| 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 type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Director or designee: | |
| d. Admissions <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Director or designee: | |
| e. Records <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached | Registrar or designee: | |

| Box 6: APPROVAL SEQUENCE | APPROVAL SIGNATURES | DATE |
|---|---|---------|
| A. Department / Division | Chair:  | 2-15-10 |
| B. General Education (as required for #7, #8) | | |
| C. Final faculty review body within each School | Chair:  | 4/7/10 |
| 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

UNIVERSITY OF BALTIMORE

DOCUMENT O: SUMMARY PROPOSAL

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| | | |
|--|-------------------------------|-----------------|
| O-1: Briefly describe what is being requested: | | |
| Deactivation of an existing course that has not been offered at the UB for many years. | | |
| 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: |
| SOCI 689 Supervised Research Seminar has only been offered once at UB (data dates back to the 1970s). UB does not offer a degree in sociology at any level so it would be inappropriate to offer any courses at the graduate level with a SOCI HEGIS Code. |