**UNIVERSITY OF BALTIMORE**

**DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET**

See Course and Program Development Policy and Procedures for instructions

**SCHOOL:** LAW ☐ MSB ☐ YGCLA X

**Contact Name:** John Willis **Phone:** 6110

**DEPARTMENT / DIVISION:** School of Public Affairs

**SHORT DESCRIPTION OF PROPOSAL** (state name of action item 1-20 and course name, code & number / program affected):

Creation of Four Year Undergraduate Program In Government and Public Policy

**PROPOSED SEMESTER OF IMPLEMENTATION:** Fall X Spring ☐

**Year:** 2008

**Box 1: TYPE OF ACTION**

ADD(NEW) ☐ DEACTIVATE ☐ MODIFY ☐ OTHER X

**Box 2: LEVEL OF ACTION**

Non-Credit ☐ Undergraduate X Graduate ☐ OTHER ☐

**Box 3: ACTION ITEM DOCUMENTS REQUIRED**

- IMPACT REVIEWS
- APPROVAL SEQUENCE

(see box 4 below)

(see box 5 on back)

(see box 6 on back)

**Box 4: DOCUMENTATION**

(check boxes of documents included)

<table>
<thead>
<tr>
<th>X N. This Cover Sheet</th>
<th>Q. Full 5-page MHEC Proposal</th>
<th>T. Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>X O. Summary Proposal</td>
<td>R. Financial Tables (MHEC)</td>
<td></td>
</tr>
<tr>
<td>P. Course Definition Document</td>
<td>S. Contract</td>
<td></td>
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</table>

1. Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.
2. Codes:  a) Library Services (Langsdale or Law) b) Office of Technology Services c) University Relations d) Admissions
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.
4. 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)
5. One-page letter with description and rationale (MHEC requirement)
6. 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)
7. Learning objectives, assessment strategies; fit with UB strategic plan
8. Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal. (MHEC requirement)
9. 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.
10. Provide:
   a. evidence that the action is consistent with UB mission and can be implemented within the existing program resources of the institution;
   b. proposed date after which no new students will be admitted into the program;
   c. accommodation of currently enrolled students in the realization of their degree objectives;
   d. treatment of all tenured and non-tenured faculty and other staff in the affected program;
   e. reallocation of funds from the budget of the affected program; and
   f. 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

<table>
<thead>
<tr>
<th>SIGNATURES (see procedures for authorized signers)</th>
<th>DATE</th>
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<tbody>
<tr>
<td>a. Library</td>
<td>Director or designee:</td>
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<td>No impact</td>
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<td>Impact statement attached</td>
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<td>b. OTS</td>
<td>CIO or designee:</td>
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<tr>
<td>X No impact</td>
<td>G. A. Johnson (J. J. Wood)</td>
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<td>Impact statement attached</td>
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<td>c. University Relations</td>
<td>Director or designee:</td>
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<tr>
<td>No impact</td>
<td>G. M. Miller</td>
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<tr>
<td>Impact statement attached</td>
<td></td>
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<tr>
<td>d. Admissions</td>
<td>Director or designee:</td>
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<tr>
<td>No impact</td>
<td>A. A. Jones</td>
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<tr>
<td>Impact statement attached</td>
<td></td>
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<tr>
<td>e. Records</td>
<td>Registrar or designee:</td>
</tr>
<tr>
<td>X No impact</td>
<td>J. M. Smith</td>
</tr>
<tr>
<td>Impact statement attached</td>
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Box 6: APPROVAL SEQUENCE

<table>
<thead>
<tr>
<th>APPROVAL SIGNATURES</th>
<th>DATE</th>
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</thead>
<tbody>
<tr>
<td>A. Department / Division</td>
<td>Chair: Laura G. Wilson-Qualls</td>
</tr>
<tr>
<td>10/29/07</td>
<td></td>
</tr>
<tr>
<td>B. Final faculty review body within each School</td>
<td>Chair: S. L. Smith</td>
</tr>
<tr>
<td>11/29/07</td>
<td></td>
</tr>
<tr>
<td>C. College Dean</td>
<td>Dean: T. W. Johnson</td>
</tr>
<tr>
<td>12/13/07</td>
<td></td>
</tr>
<tr>
<td>D. Provost and Senior Vice President for Academic Affairs</td>
<td>Provost: G. M. Miller</td>
</tr>
<tr>
<td>12/13/07</td>
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</tr>
<tr>
<td>E. Curriculum Review Committee (UFS subcommittee)</td>
<td>Chair: J. A. Brown</td>
</tr>
<tr>
<td>1/8/08</td>
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<tr>
<td>F. University Faculty Senate (UFS option)</td>
<td>Chair:</td>
</tr>
<tr>
<td>G. University Council (see # 11 above)</td>
<td>Chair:</td>
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<tr>
<td>H. President</td>
<td>President:</td>
</tr>
<tr>
<td>I. Board of Regents – notification only</td>
<td></td>
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<td>J. Board of Regents – approval</td>
<td></td>
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<td>K. MHEC – notification only</td>
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<tr>
<td>L. MHEC – approval</td>
<td></td>
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<tr>
<td>M. Middle States Association notification</td>
<td>Required only if the mission of the University is changed by the action</td>
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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.
O-1: Briefly describe what is being requested:

Creation of a 120 hour program in Government and Public Policy.

<table>
<thead>
<tr>
<th>OLD Title:</th>
<th>Course # / HEGIS Code:</th>
<th>Credits:</th>
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<table>
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<tr>
<th>NEW Title:</th>
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O-2: Set forth the rationale for the proposal:

Program is to create a four year undergraduate major in Government and Public Policy to support the efforts of the FSP Initiative undertaken by UB.
Government and Public Policy Degree Requirements

LOWER DIVISION UNIVERSITY REQUIREMENTS - 60 credits

General Education - 34 credits
English Composition (3)
Mathematics (3)
Oral Communication (3)
Literature (3)
History or Philosophy (3).
Fine Arts (3)
Computer Literacy (3)
Social and Behavioral Science 1 (3)
Social and Behavioral Science 2 (3)
Biological and Physical Science
Laboratory Course (4)
Non-Laboratory Course (3)

First Year Seminar - 2 credits
(Transfer students replace this requirement with a lower division elective).

IDIS 101 First Year Seminar: Applied Learning and Study Skills (2)

Lower Division Major Requirements - 12 credits

GVPP 201 American Government (3)
The role and interrelationships of the federal, state and local governments in the formulation and implementation of public policy are examined. Major contemporary issues are explored to illustrate the policy making process.

GVPP 210 Global Politics (3)
An introduction to politics and governments in the global arena including issues of war and peace, economic development and trade, human rights, environment and globalization. Attention will be given to current conflicts.

One course in Economics (3) and one course in History or Philosophy (3) beyond the general education requirements set forth above.

Lower Division Electives From Any Discipline - 12 credits

UPPER DIVISION UNIVERSITY REQUIREMENTS - 60 credits

General Education - 9 credits
WRIT 300 Advanced Expository Writing (3)
IDIS 302 Ethical Issues in Business and Society (3)

Take ONE of the following:
IDIS 301 World Cultures (3)
IDIS 304 Arts and Ideas (3)

**Government and Public Policy Requirements - 36 credits**

**Major Core Requirements - 12 credits**

GVPP 408 Methods in Government and Public Policy (3)
One GVPP course in international studies (3): GVPP 385, GVPP 386, GVPP 484, GVPP 485, GVPP 486, GVPP 487, GVPP 488, GVPP 489
One GVPP course in political theory (3): GVPP 381, GVPP 382, GVPP 426, GVPP 427, GVPP 482
GVPP 499 Senior Seminar in Government and Public Policy (3)

**Major Electives - 24 credits**

Courses are selected after consultation with an adviser. Students who have a career interest in public policy and administration, public law or applied politics should take at least 9 credits in one of the three areas of interest listed below.

Students may take up to 6 non-classroom contact credits in either GVPP 470/471, Individual Research, or GVPP 490/491, Internships; or 3 credits in Individual Research and 3 credits in Internship.

**Public Policy and Administration**
- GVPP 320 Public Administration
- GVPP 322 Bureaucracy and Public Policy
- GVPP 324 American Public Policy
- GVPP 326 Urban Politics and Public Policy
- GVPP 423 Public Budgeting and Personnel Administration
- GVPP 425 Administrative Law and Processes
- GVPP 427 Foundations of Democracy II
- HSMG 373 Health Policy and Politics

**Public Law and American Constitutional Systems**
- GVPP 340 Constitutional Law
- GVPP 341 Civil Liberties and the Bill of Rights
- GVPP 344 American Presidency
- GVPP 345 The Legislative Process
- GVPP 348 State and Local Government
- GVPP 381 American Political Thought
- GVPP 426 Foundations of Democracy I

**Applied Politics**
- GVPP 360 Parties, Campaigns and Elections
- GVPP 362 Media and Government
- GVPP 461 Maryland Government and Politics
- GVPP 463 Interest Group Politics and Lobbying
GVPP 465 Survey Research and Public Opinion Analysis

Other Electives
GVPP 382 Political Ideologies
GVPP 384 Comparative Government
GVPP 385 International Relations
GVPP 386 American Foreign Policy
GVPP 482 Topics in Political Theory
GVPP 483 Aging and Public Policy
GVPP 484 International Political Economy
GVPP 485 The Far East in World Affairs
GVPP 486 The Middle East
GVPP 487 Europe
GVPP 488 Africa
GVPP 489 The United Nations
GVPP 470/471 Individual Research
GVPP 490/491 Internship
GVPP 493 Honors Seminar
GVPP 497 Topics in Government and Public Policy

General Electives - 15 credits

Students may take 15 credits in courses from any University discipline. Suggestions are made to fit various areas of interest. WRIT 313: Writing for Information Systems and WRIT 314: Argument and Persuasion are recommended for all students. Courses in Communications, Economics, History and Philosophy are also recommended for GVPP majors.