

Department Chair Meeting Minutes
College of Arts and Sciences
September 10, 2013

The meeting was called to order at 8:01 a.m. on Tuesday, September 10, 2013. Dr. Vagn K. Hansen, Dean of the College of Arts and Sciences, presided. Department Chairs present: Ms. Chiong-Yiao Chen, Dr. Paul Kittle, Dr. Brent Olive, Dr. Gregory Pitts, Dr. Yaschica Williams, Dr. Larry Adams, Dr. Bob Garfrerick, Dr. Claudia Vance, Dr. Francis Koti, Dr. Christopher Maynard, Ms. Marlow McCullough for Dr. Cindy Stenger, LTC Michael Snyder, Dr. David McCullough, Dr. Brenda Webb, Dr. Richard Hudiburg, Dr. Joy Borah, and Dr. Jerri Bullard. Debbie Tubbs took the minutes.

1. **Approval of Minutes from August 27, 2013.** Dr. Hansen made a motion to approve the minutes, there was a second, no edits were suggested, and the minutes were approved.
2. **Curriculum Change Proposal from the Department of Sociology and Family Studies.** Dr. Bullard withdrew this proposal for further discussion with her department.

Submitted as informational items: SO/WS 223 will now be offered every fall and spring
SO/WS 443 will now be offered every fall

3. **Curriculum Change Proposals from the Department of Criminal Justice.** Dr. Williams made a motion for the addition of a new course, CJ 406L (1) Forensic Investigation Lab, with a course fee attached to the lab, and the motion was seconded. During discussion, a suggestion was made to keep the course fee with CJ 406 since the same population of students would take the lab and the Board of Trustees had already approved that fee. Dr. Williams accepted the friendly amendment and the proposal was adopted. She then withdrew the next proposal submitted, asking to delete the course fee from CJ 406.
4. **Curriculum Change Proposals from the Department of History and Political Science.** Dr. Maynard made a motion for the addition of a \$30 course fee for HI 374 (3) United States Military History, for the purpose of funding a required field trip to a military museum. The motion was seconded, opened for discussion, and adopted.

Dr. Maynard made a motion for the change in course description, title, numbering, and addition of RE 111 (3) World Religions [formerly RE 411 (3) Religions of the World] to general education Area II. The motion was seconded, discussed, and adopted.

Dr. Maynard made a motion to establish a Public History Center to allow for the development of both a consulting/income generating branch of the Public History Program and greater community outreach capabilities. The motion was seconded, discussed, and adopted. [This proposal for establishing a Center first went to COAD and then went to Graduate Council because this Center was deemed by COAD as both academic and administrative.]

5. **Curriculum Change Proposals from the Department of Mathematics.** Ms. McCullough made a motion to create two new labs, MA 110L (0) Finite Math Lab and MA 113L (0) Pre-calculus Trigonometry Lab, to provide supplemental instruction under the guidance of a Math Fellow. The motion was seconded. During discussion Ms. McCullough shared that these labs are not mandatory and will accompany certain enhanced sections of MA 110 and MA 113. The motion was adopted.
6. **Reminder for Substitutions in Minors through Banner Workflow.** Dr. Hansen reminded department chairs that before approving substitutions for students' minors, to make a comment in the comment box in Workflow, indicating that you have spoken to the department chair of the minor and they concur with the substitution.

7. **E-Portfolios for Promotion and Tenure.** Dr. Hansen shared information on E-Portfolios, informed the chairs that Dr. Thornell will provide a manual on electronic submissions, Phyllis Underwood will provide assistance to anyone who needs additional help, and stated that this process will be in effect for the October 10 promotion deadline. He asked the department chairs to share this with their faculty.
8. **Report from COAD.** Dr. Hansen reported the following items were among those discussed at the September 3 COAD meeting:
 - Gateway computers have all been replaced [report to Dr. Hansen if any in A&S have not been replaced]
 - Release of RFP for disaster recovery of campus information
 - Jerome Gafford presented the new sales minor and its benefit to non-business majors
 - Inconsistencies in the minor requirements [Dr. Hansen asked department chairs to look at their minors to make sure that at least one-half of the minimum hours requirements for the major and minor fields be in junior-senior courses (numbered 300-400). At least 50% of the credit hours must be earned from UNA or other senior institutions, 25% of which must be earned from UNA. If necessary, exceptions to this policy must be compliant with accreditation standards and be approved by the department chair for the major and the dean of the college awarding the degree.]
 - Department chair quartiles and the need for revision of the formula
 - Elimination of printed semester course schedule booklets [frustration was expressed by a few of the department chairs]
9. **Other**
 - Discussion took place regarding the current 128-hour graduation requirement and the possibility of realigning UNA's requirement to a minimum of 120-hour graduation requirement to match a majority of other institutions in our state. There was strong support from the department chairs for Dr. Hansen to take this proposal to COAD. Debbie reminded the group that if this proposal were to get into the next catalog, it would have to make deadlines for the October 8 Undergraduate Curriculum Committee meeting. The group agreed to conduct this by e-business after discussing the proposal with their departments. It was noted that the proposal would only change the minimum to 120 hours, but each department would have full discretion over their own graduation hour requirements.

The meeting adjourned at 9:29 a.m.

**COLLEGE OF ARTS AND SCIENCES
DEPARTMENT CHAIR MEETING**

Agenda

September 10, 2013

1. Approval of Minutes from August 28, 2013
2. Curriculum Change Proposal from the Department of Sociology and Family Studies
 - a. SO 231 Prerequisite
 - b. Informational items: SO/WS 443 will be offered every fall
SO/WS 223 will be offered every fall and spring
3. Curriculum Change Proposals from the Department of Criminal Justice
4. Curriculum Change Proposals from the Department of History and Political Science
5. Curriculum Change Proposals from the Department of Mathematics
6. Reminder for Substitutions in Minors through Banner Workflow
7. E-Portfolios for Promotion and Tenure
8. Report from COAD
9. Other

9-10-13

AR	✓
BI	✓
CH IH	✓
COM	✓
CJ	✓
EN	✓
EIC	✓
FL	✓
GE	✓
HI PS	✓
MA	Mc Cullough
MS	✓
MU TH	✓
PH ES	✓
PY	✓
SW	✓
SO	✓

Undergraduate Curriculum Committee
Curriculum Change Proposal Form

pulled

by Dr. Bullard

College Name: Arts and Sciences Department Name: Sociology and Family Studies

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|---|---|
| <input type="checkbox"/> Proposed New Course(s)–attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input checked="" type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒
If yes, for whom: _____

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

Removal of So 221, Introductory Sociology, as a prerequisite for So 231, Introduction to Anthropology. So 231, Introduction to Anthropology is an Area IV elective and should not have a prerequisite.

Proposed Banner Course Title (30 character maximum): N/A

The proposed change(s) will be effective beginning: Fall semester 2014 year

If Addition of/Change in Course Fee, provide justification: N/A

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: N/A

August 28, 2013
Date Approved by Department Curriculum Committee

Terri Bullard
Chair's Signature

Date Approved by College Curriculum Committee**

Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

SO 223. (3) **Marriage and the Family.** A study of origin and evolution of the family as a social institution; the relationships of family structure to social organization; theories, functions, forms, and processes of the family in selected cultures. Also listed as WS 223 but creditable only in field for which registered. (Fall, Spring)

SO 231. (3) **Introduction to Anthropology.** An introductory survey of the field of anthropology, with emphasis on the prehistoric development of man and cultures. Prerequisite: SO-221 (Offered on sufficient demand)

SO 300. (3) **Sociology of Gender and Sexual Behavior.** Analysis of social, psychological, and physiological approaches to the development of gender identity and gender roles; effect of differential socialization methods from infancy through adulthood; impact on both men and women of contemporary changes in gender roles; analysis of sexual behavior and sexuality in contemporary society from a sociological perspective. Also listed as WS 300 but creditable only in field for which registered. Prerequisite: SO 221 or SO/WS 223. (Fall, even-numbered years)



Revised

Undergraduate Curriculum Committee
Curriculum Change Proposal Form

Dean's Office

College Name: Arts and Sciences

Department Name: Department of Criminal Justice

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- ☒ Proposed New Course(s)—attach one page syllabus
☐ Addition Of/Change in Course Fee
☐ Cross Listing of Course
☐ Inactivation of Course
☐ Merger of Major/Option/Concentration/Minor
☐ Revised Course Number/Title/Credit/Prerequisite
☐ Other

- ☐ Change in Course Description
☐ *New Major/Option/Concentration/Minor
☐ Revised Major/Option/Concentration/Minor
☐ New/Revised Certificate Program
☐ Revised Admission Requirement
☐ Editorial Change

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☒ No ☐

If yes, for whom: Suzanna Taylor

Will the change require additions or deletions to the Major's Course List? Yes ☒ No ☐

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. Create new course to Criminal Justice—CJ 406L Forensic Investigation Lab

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

CJ 406L. (1) Forensic Investigation Lab. Applied field experience in crime scene documentation, evidence collection/storage, evidence processing, and evidence transportation. Topics include fingerprint, trace, blood, and firearm/ballistic evidence. Prerequisites: CJ 250 and current registration of CJ 406. (Spring)

The proposed courses of CJ 406L support the University's goal of preparing students to apply textbook knowledge in order to solve practical, crime scene related problems in relation to different evidence scenarios. It also encourages students to work together as a team while emphasizing problem identification and resolve. In addition to working as a team, each student is required to work within professional parameters of preparing individual courtroom testimony and crime scene documentation on an individual basis. Students will learn from a variety of departments, and they will ultimately be able to compile this experience into being competitive in the forensic science/crime scene processing career field.

Proposed Banner Course Title (30 character maximum): CJ 406L Forensic Invest. Lab

The proposed change(s) will be effective beginning: Spring semester 2014 year

If Addition of/Change in Course Fee, provide justification:

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program:

Department of Criminal Justice

August 29, 2013
Date Approved by Department Curriculum Committee

Yaschica Will
Chair's Signature

September 10, 2013
Date Approved by College Curriculum Committee**

Van Kham
Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

CJ 406L - Forensic Investigation Lab
University of North Alabama
Spring 2014

Instructor: **Suzanna K. Taylor**
Phone: 256-765- 5742 (CJ office)
Class-Place: Stevens Hall 304
Class-Times: MONDAYS: 1300 hours to 1445 hours.
Office: 011 Willingham Hall (Basement)
E-mail: staylor@una.edu

LABORATORY COURSE DESCRIPTION: Applied field experience in crime scene documentation, evidence collection/storage, evidence processing, and evidence transportation. Topics include fingerprint, trace, blood, and firearm/ballistic evidence.

COURSE OBJECTIVES

The lab exercises in this course will parallel those topics of CJ 406 Forensic Investigation. The lab exercises will allow students to not only process evidence, but it will also require the students to facilitate forensic processing utilizing up-to-date forensic science journal research techniques.

CLASS FORMAT: The basic class format will be in-class lecture and active participation in classroom exercises.. Additionally, there will be assignments given throughout the course to supplement the student's learning and to enhance a research foundation. Students will be assigned to work in groups and on an individual basis throughout each lab session.

REQUIRED TEXT/MATERIALS

Ramirez, C.R., & Parish-Fisher, C.L. (2012). *Crime scene processing and investigation workbook*.

Boca Raton, FL: CRC Press

Materials: Safety Lab Coat, Safety Goggles/Glasses, Notebook, Crime Scene Workbook, Closed Toe Shoes

**GRADING
SYSTEM**

Grading Policy

A 90-100
B 80-89
C 70-79
D+ 60-69
F 00-59

DESCRIPTION	NUMBER OF ITEMS	% of Total Grade
Lab Attendance/Participation	10	10
Lab Assignments/Performance	10	40
Crime Scene Research Paper	1	10
Mid-Term	1	20
Final Exam	1	20
TOTAL		100 %

Course	Credit
Criminal Justice Electives (select four courses from among the following).....	12
Juvenile Delinquency (CJ 306)	
Domestic Violence (CJ 330)	
Community-Based Corrections (CJ 336)	
Substance Abuse (CJ 390)	
Criminal Investigation (CJ 405)	
Forensic Investigation (CJ 406, <u>406L</u>)	
Criminal Evidence (CJ 430) Criminal Procedure (CJ 434)	
Psychological Dimensions of Criminal Justice Practice (CJ 480)	
Internship in Criminal Justice (CJ 495)	
	<hr/>
Cognate Course Requirements:	36
Business Applications of Microcomputer Software (CIS 125) or Computer Skills for Problem Solving (CS 135)	3
U.S. Government and Politics (PS 241)	3
Judicial Process and Behavior (PS 344)	3
	<hr/>
Total	45

C. Minor:

A minor is required for this major.

D. General Elective hours, if required, to bring total to 128.

MINOR IN CRIMINAL JUSTICE

Course	Credit
Introduction to Criminal Justice (CJ 250)	3
Corrections (CJ 285)	3
Criminal Law (CJ 295)	3
Criminal Justice Electives (300-400 level courses only)	9
	<hr/>
Total	18

MINOR IN SECURITY AND EMERGENCY MANAGEMENT

Course	Credit
Survey of Homeland Security (SEM 250)	3
Introduction to Emergency Management and Civil Response (SEM 255) ..	3
Security and Emergency Management Electives (300-400 level)	6
Criminal Justice Electives (CJ 295, 405, 406, <u>406L</u>)	6
	<hr/>
Total	18

REQUIREMENTS FOR A SECURITY AND EMERGENCY MANAGEMENT
CERTIFICATE

(refer to section on SPECIAL PROGRAMS AND ACTIVITIES)

REQUIREMENTS FOR A LAW ENFORCEMENT ACADEMIC CERTIFICATE
(refer to section on SPECIAL PROGRAMS AND ACTIVITIES)

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REQUIREMENTS FOR THE LAW ENFORCEMENT
ACADEMIC CERTIFICATE**

Course	Credit
Criminal Law (CJ 295)	3
Professional Ethics and Liabilities (CJ 326)	3
Criminal Investigation (CJ 405)	3
Forensic Investigation (CJ 406, <u>406L</u>)	3
Criminal Evidence (CJ 430)	3
Criminal Procedure (CJ 434)	3
Total	<u>18</u>

Security and Emergency Management. The Department of Criminal Justice offers a minor and certificate in Security and Emergency Management for students of all majors, and an area of concentration in Security and Emergency Management for students pursuing the Bachelor of Interdisciplinary Studies degree. The Security and Emergency Management coursework is designed to help prepare students for careers related to, or that involve elements of, security and emergency and disaster management in local, state, or federal government, business, and volunteer organizations. Professionals in these fields may also complete the certificate program as non-degree seeking students.

CERTIFICATE IN SECURITY AND EMERGENCY MANAGEMENT (SEM)

Course	Credit
Survey of Homeland Security (SEM 250)	3
Introduction to Emergency Management and Civil Response (SEM 255) ..	3
Security and Emergency Management Electives (300-400 level)	6
Total	<u>12</u>

Center for Critical Languages Research and Acquisition. Through the services of the National Association of Self-Instructional Language Programs, the Department of Foreign Languages offers foundation courses in languages other than French, German and Spanish. The Center provides a location for the listening and recording activities as well as the production and storing of materials and equipment needed for self-instructional courses.

Entertainment Industry Center. The Entertainment Industry Center (EIC) prepares students for professional careers in the entertainment industry. The EIC is part of the College of Arts and Sciences. The center is a service learning center for the nationally accredited Department of Music and Theatre. The EIC coordinates all the degrees and houses the student recording studio and MIDI lab.

** CJ 250-Introduction to Criminal Justice is a prerequisite to all certificate courses. Professionals who submit evidence of the completion of a state-certified police academy may gain credit for this course by passing a challenge examination.

CJ 406. (3) **Forensic Investigation.** An examination of modern forensic science principles and techniques as applied to the detection, collection, preservation and analysis of crime scene evidence. Course topics will include but are not limited to fingerprints, serological evidence, trace evidence, and other evidentiary items. Course fee: \$30.00. (Spring, Summer)

CJ 406L. (1) Forensic Investigation Lab. Applied field experience in crime scene documentation, evidence collection/storage, evidence processing, and evidence transportation. Topics include fingerprint, trace, blood, and firearm/ballistic evidence. Prerequisites: CJ 250 and current registration of CJ 406. (Spring)

CJ 430. (3) **Criminal Evidence.** An examination of the basic principles of evidence including but not limited to testimonial and physical evidence used in the prosecution of criminal cases. (Fall)

CJ 434. (3) **Criminal Procedure.** Examines the procedural requirements for judicial processing of criminal offenders. Topics include the concepts of evidence sufficiency, standards of proof, due process, and constitutional safeguards. (Spring)

CJ 440W. (3) **Methods and Statistics in Criminal Justice.** Examines the methodologies and statistical techniques employed by criminal justice researchers and professionals. (Fall)

CJ 450. (3) **Theory and Control of Crime.** An examination of the major theories of criminal behavior and their implications for crime control policies. (Fall)

CJ 480. (3) **Psychological Dimensions of Criminal Justice Practice.** Examines the psychological dimensions of criminal justice practice. Topics include the psychology of criminal conduct, the science of forensic profiling, the interviewing and interrogation of suspects, witnesses and victims, the interpersonal relationships among criminal justice professionals and members of the public, and other timely selected topics. (Spring)

CJ 491. (3) **Special Topics.** This course surveys a contemporary justice issue. Topics will be treated by developing a theoretical understanding of the issue, and will foster both writing and critical inquiry skills. Course may be substituted for one upper-level elective in criminal justice. (Offered upon sufficient demand)

CJ 495. (3) **Internship in Criminal Justice.** Supervised work experience with a criminal justice agency in which the student spends a minimum of 150 hours during the term under joint supervision of the agency and the University. There will be four meeting sessions during the internship period held on campus designed to evaluate and discuss the internship experience. Prerequisites: senior criminal justice majors and department chair approval. (Fall, Spring)

CJ 499. (3) **Independent Study-Practicum.** Open to senior majors on approval of the department chair. Provides for independent study, research, or practical experiences under departmental determination, supervision, and evaluation. (Fall, Spring, Summer)

COMMUNICATION (COM)

COM 120. (1) **Orientation to Communications and Theatre.** Description of basic academic terminology, professional opportunities, and requirements for the individual in the diverse areas of communications and theatre. Should be completed by all departmental majors as soon as possible after the major is declared. Also listed as TH 120 but creditable only in field for

Undergraduate Curriculum Committee
Curriculum Change Proposal Form

Pulled by
Dr. Williams
during 9/10/13
meeting

College Name: Arts and Sciences

Department Name: Criminal Justice

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)-attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input checked="" type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input type="checkbox"/> Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds).

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

Major: Criminal Justice or Forensic Science

CJ 406 Forensic Investigation - Transfer the current course fee for CJ 406 Forensic Investigation to the newly proposed CJ 406L Forensic Investigation Lab

By transferring the course fee of \$30.00 from the CJ 406 to the newly approved CJ 406L Forensic Investigation Lab, students will not be out anymore money than before, and they will now have a devoted time frame in which to properly work a crime scene scenario lab exercise. This will reduce overall stress for the student and will not cause extra course fees.

Proposed Banner Course Title (30 character maximum):

Forensic Investigation

The proposed change(s) will be effective beginning:

Spring semester

2014 year

If Addition of/Change in Course Fee, provide justification:

NA

CJ 406 Forensic Investigation already had a course fee of \$30.00 in place. This fee was used to buy forensic material/tools in order to facilitate student learning. However, this firsthand field knowledge was having to be shoved together with textbook course information, which was causing time constraints to the students. As such, CJ 406 is now being suggested to be separated into having a lab course where students would have a designated time in the week to forensically process evidence and crime scenes. The course fee of \$30.00 would just now be attached to the CJ 406L portion, as opposed to the textbook portion of CJ 406.

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program:

Department of Criminal Justice

Date Approved by Department Curriculum Committee

Chair's Signature

Date Approved by College Curriculum Committee**

Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

SEP 12 2013

Undergraduate Curriculum Committee
Curriculum Change Proposal FormCollege Name: Arts & SciencesDepartment Name: History & Political Science

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | | | |
|-------------------------------------|---|-------------------------------------|--|
| <input type="checkbox"/> | Proposed New Course(s)—attach one page syllabus | <input checked="" type="checkbox"/> | Change in Course Description |
| <input checked="" type="checkbox"/> | Addition Of/Change in Course Fee | <input type="checkbox"/> | *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> | Cross Listing of Course | <input type="checkbox"/> | Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> | Inactivation of Course | <input type="checkbox"/> | New/Revised Certificate Program |
| <input type="checkbox"/> | Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> | Revised Admission Requirement |
| <input type="checkbox"/> | Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> | Editorial Change |
| <input type="checkbox"/> | Other | | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):HI 374 US Military History serves both the general university student body, and a specific constituency—cadets in the Military Science Program. Cadets are required to take US Military History, and to complete a "staff ride" and visit to a military museum as part of their commissioning requirement. In order to fund the staff ride event, I request that we add a course fee in the amount of \$30 for HI 374. To better serve the cadets, the offering pattern will be adjusted so that the course will be available each fall semester.

Current Catalog:

HI 374. (3) United States Military History. A study of military in the history of the United States and the role of the military institutions and professionals in the society they serve. (Spring)

Proposed Catalog:

HI 374. (3) United States Military History. A study of military in the history of the United States and the role of the military institutions and professionals in the society they serve. Course Fee: \$30.00 (Fall)

Proposed Banner Course Title (30 character maximum): _____

The proposed change(s) will be effective beginning: _____

Fall semester 2014 yearIf Addition of/Change in Course Fee, provide justification: \$30 fee will help offset transportation costsList the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: Military Science/ROTCAugust 28, 2013

Date Approved by Department Curriculum Committee

Sept. 10, 2013

Date Approved by College Curriculum Committee**

Chair's Signature

Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

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- HI 348. (3) **Asian Civilizations to 1600.** This course is an interdisciplinary survey of Asian civilizations with a primary focus on the history and cultures of East Asia, South Asia, and Southeast Asia from ancient period to 1600. The course examines general trends in the political, economic, social, and intellectual history of Asia. (Fall, odd-numbered years)
- HI 349. (3) **Asian Civilizations since 1600.** This course is an interdisciplinary survey of Asian history since 1600 to contemporary with a primary focus on the history and cultures of East Asia, South Asia, and Southeast Asia. (Spring, even-numbered years)
- HI 361. (3) **History of Alabama.** The social, economic, cultural, and political history of Alabama from the days of settlement to the present. (Fall, Spring)
- HI 365. (3) **Black Americans in United States History.** A survey of the role of Black Americans in the United States from the beginning of the slave trade in Africa to the present. (Offered on sufficient demand)
- HI 366. (3) **History of Women in the United States.** Survey of women's experiences in the United States from the colonial period to the present that examines social, political, economic, and legal developments that shaped women's roles and status in American society. Also listed as WS 366 but creditable only in field for which registered. (Spring, even-numbered years)
- HI 367. (3) **United States Constitutional History.** A study of the principles of the U.S. constitutional system, leading decisions of the Supreme Court with reference to federal-state governmental relationships, citizenship, police power, eminent domain, and to the commerce, contracts, and due process clauses of the Federal Constitution. (Spring, Summer)
- HI 368. (3) **United States Economic History.** The economic forces in agriculture, manufacturing, commerce, finance, transportation, and labor. The colonial age, the agricultural era, and the industrial state in America. Also listed as EC 368 but creditable only in field for which registered. (Spring)
- HI 370. (3) **Women In American Politics.** An overview of the role of women in American politics and the role of government in defining the status of women in society. Examines the political behavior of American women and public policies which specifically impact women. Also listed as PS 370 and WS 370 but creditable only in field for which registered. (Offered on sufficient demand)
- HI 371. (3) **United States Diplomatic History.** A study of the United States diplomatic relations with foreign nations since 1778 with special emphasis on American growth and development. (Offered on sufficient demand)
- HI 374. (3) **United States Military History.** A study of military in the history of the United States and the role of the military institutions and professionals in the society they serve. Course Fee: \$30.00 (Fall)
- HI 390. (3) **Special Topics.** A study of one or more carefully selected history topics. (Offered on sufficient demand)

Deleted: Spring

SEP 12 2013

Undergraduate Curriculum Committee Curriculum Change Proposal Form

College Name: Arts & SciencesDepartment Name: History & Political Science

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | | | |
|-------------------------------------|---|-------------------------------------|--|
| <input type="checkbox"/> | Proposed New Course(s)—attach one page syllabus | <input checked="" type="checkbox"/> | Change in Course Description |
| <input type="checkbox"/> | Addition Of/Change in Course Fee | <input type="checkbox"/> | *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> | Cross Listing of Course | <input type="checkbox"/> | Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> | Inactivation of Course | <input type="checkbox"/> | New/Revised Certificate Program |
| <input type="checkbox"/> | Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> | Revised Admission Requirement |
| <input checked="" type="checkbox"/> | Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> | Editorial Change |
| <input checked="" type="checkbox"/> | Other Add to General Education Area II | | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☒ No ☐If yes, for whom: Dr. Carl GebhardtWill the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):Changing RE 401, Religions of the World to RE 111, World Religions and adding it to General Education Area II.

Current Catalog:

RE 401. (3) Religions of the World. An introduction to the major religious traditions of today's world. Attention will be given to the origins, founders, and basic teachings of these religions and to the interrelation of the religions and the cultures of peoples. (Offered on sufficient demand)

Proposed Catalog:

RE 111. (3) World Religions. This course is an introduction to the major religious traditions of today's world. Attention will be given to the origins, founders, and basic teachings of these religions and to the interrelationship of religions and cultures of people. (Fall)Proposed Banner Course Title (30 character maximum): World ReligionsThe proposed change(s) will be effective beginning: Fall semester 2014 year

If Addition of/Change in Course Fee, provide justification: _____

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: NAAugust 28, 2013

Date Approved by Department Curriculum Committee

Chair's Signature

Sept 10, 2013

Date Approved by College Curriculum Committee**

Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

RE 221. (3) **Old Testament Introduction.** Study of the writings of the Old Testament with special attention to the methods, principles, and tools for such study and to the historical, literary, and theological aspects and significance of these writings. (Fall)

RE 231. (3) **New Testament Introduction.** Study of the writings of the New Testament with special attention to the methods, principles, and tools for such study and to the historical, literary, and theological aspects and significance of these writings. (Spring)

RE 303. (3) **Philosophy of Religion.** A philosophical examination of religion. Topics covered include arguments for and against the existence of God, the nature of religious experiences, the problem of evil, characteristics of divine nature, religious belief and moral justification, and the relationship between faith and knowledge. Also listed as PHL 303 but creditable only in the field for which registered. (Spring)

RE 321. (3) **Life of Jesus.** The life and teachings of Jesus based primarily on the four Gospels with practical applications in relation to our current personal and social problems. (Offered on sufficient demand)

RE 331. (3) **Life and Letters of Paul.** The life and teachings of Paul based on The Acts and The Epistles of Paul. (Offered on sufficient demand)

RE 370. (3) **Prophets of the Hebrew Bible.** A study of the message and socio-religious context of the prophets of the Hebrew Bible. (Offered on sufficient demand)

RE 111. (3) **World Religions.** This course is an introduction to the major religious traditions of today's world.

Attention will be given to the origins, founders, and basic teachings of these religions and to the interrelationship of religions and cultures of people. (Offered on sufficient demand)

RE 411. (3) **Religion, Politics, and Public Policy.** This class examines the theories and empirical research regarding the interaction between religious beliefs and institutions and political culture, elections, judicial decisions, public policy, public opinion, and group mobilization in the United States. Also listed as PS 411 but creditable only in field for which registered. (Offered on sufficient demand)

RE 470. (3) **History of Asian Religions.** This course examines both the historical development and current content of the religious and philosophical traditions of Asia with special emphasis on Confucianism, Daoism, Shintoism, Buddhism, Sikhism and Hinduism. The course covers Japan, China, India, Tibet, other parts of Southeast Asia and East Asia. For each of these traditions, we will consider its history and mythology, the great themes and ideas which have shaped the worlds of meaning for the followers, and the ways of worshiping and achieving the good life, individually and socially. Also listed as HI 470 but creditable only in field for which registered. (Summer)

RE 479. (3) **History of Religion in the United States.** A nonsectarian survey of religion in United States history from the 17th century to the 21st, including but not limited to, origins, revivalism, Catholicism, the rise of denominationalism in American Protestantism, civil religion, and the emergence of the holiness and charismatic movements. Also listed as HI 479 but creditable only in field for which registered. (Fall, odd-numbered years)

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Deleted: An introduction to the major religious traditions of today's world. Attention will be given to the origins, founders, and basic teachings of these religions and to the interrelation of the religions and the cultures of peoples.

Deleted:

SEP 10 2013

Graduate Council
New Course and Course/Curriculum Change Proposal Form

College of Arts and Sciences

Item(s) to be considered by the Graduate Council: (please check all spaces relevant to this proposed change)

- | | |
|--|--|
| <input type="checkbox"/> Proposed New Course(s)
(attach one-page syllabus) | <input type="checkbox"/> Cross Listing of Course |
| <input type="checkbox"/> Course Number/Title Change | <input type="checkbox"/> Inactivation of Course |
| <input type="checkbox"/> Change in Course Prerequisites | <input type="checkbox"/> Changes in Admission to Major |
| <input type="checkbox"/> Changes in Credit Hours | <input type="checkbox"/> *New Curriculum |
| <input type="checkbox"/> *Revisions in Curriculum of Existing Major, Minor and Concentrations | <input type="checkbox"/> Non-Substantive/Editorial Change
(only complete this page for this category) |
| <input type="checkbox"/> Addition of/Increase in Course Fee | <input checked="" type="checkbox"/> Other (Please specify)
<u>Establish a Public History Center</u> |
| <input type="checkbox"/> *Type of Delivery (on campus, internet, video tape, and/or interactive video) | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☐ No ☒

If yes, for whom: _____

Brief Description and Rationale (based on assessment) for Proposed Change (proposals must be accompanied by a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):

See attached.

The proposed change(s) will be effective beginning: Spring semester 2014 year

List the departments or programs on campus consulted on the issues of duplication and overlap (see item #2 below) and attach a copy of all relevant correspondence.

August 28, 2013
 Date Approved by Department Curriculum Committee

Sept. 10 2013
 Date Approved by College Curriculum Committee

[Signature]
 Chair's Signature

[Signature]
 Academic Dean's Signature

* May require ACHE review

Department _____ Course Prefix _____ Number _____

Title of Course _____ Credit _____

Title of Course for Banner (30 character maximum): _____

1. **Course catalog description and objectives.**
2. **Justification for course or proposed change(s)**
3. **Outline of Course Topics**
4. **Activities Required of Students**
5. **Evaluation Procedures**
6. **References and Text**
7. **Course resources and costs**
8. **Justification for Addition of/Increase in Course Fee**
9. **Justification for Graduate Credit When a Course is Dual Listed**

University of North Alabama

Public History Center Proposal

Dr. Carolyn Barske, Department of History and Political Science

Mission Statement: The Public History Center will allow for the development of both a consulting/income generating branch of the Public History Program and greater community outreach capabilities.

Rationale:

The Center, in collaboration with the Muscle Shoals National Heritage Area, will begin by offering Section 106 Architectural and Historical Review services to communities in North Alabama. Such reviews are necessary when historic structures are impacted by projects funded by the federal government. Currently, the North Alabama region is underserved by consultants in this area. Additionally, the Public History Center will allow for greater community outreach. There are a number of projects, including a significant number of oral history interviews, National Register nominations, historic inventories, the creation of historic districts, etc. that the Public History Center can help to accomplish. Having students dedicated to these types of projects allows the program as a whole to continue to grow.

Goals:

- To develop a historic preservation consulting program focused initially on Section 106 review.
- To assist local and regional communities with their preservation needs.
- To give public history and history students a broader range of experience in the field of Public History through community outreach and consulting work.

Specifics:

- The directorship of the Public History Center will be appointed by the chair of the Department of History and Political Science. Dr. Carolyn Barske will serve as the first director. The directorship will be held for four years. The position is renewable.
- An advisory board consisting of 5 members selected by the Department of History and Political Science will oversee the Public History Center. The director of the Muscle Shoals National Heritage Area, by position, and the director of the center, by position, will both serve as non-voting members. The advisory board's primary function will be to provide assistance to the director in the promotion of the mission of the Public History Center.

Undergraduate Curriculum Committee Curriculum Change Proposal Form

SEP 13 2013

College Name: Arts & Sciences Department Name: Mathematics

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input checked="" type="checkbox"/> Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☒ No ☐If yes, for whom: Karen Driskell, Jay Jackson, Marlow McCullough, Jason Briley, Jesse Prince-Lubawy, Mark Greer, Ashley Johnson, Lee Raney, Miranda Bowie, Jessica Stovall, Cynthia Stenger, Herve Dovoedo, David MuseWill the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):MA110L. (0) Finite Math Lab. This is a one-hour lab that accompanies certain enhanced sections of MA 110. This lab provides supplementary instruction.Prerequisites: none (Fall, Spring) .Prereq:The lab offers supplemental instruction through the Mathematics Learning Center and Math Fellows. Students will work under the guidance of the Math Fellow on an assignment that counts as a daily grade in the course.Proposed Banner Course Title (30 character maximum): Finite Math LabThe proposed change(s) will be effective beginning: Spring semester 2014 yearIf Addition of/Change in Course Fee, provide justification: N/AList the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: MathematicsAug 30, 2013
Date Approved by Department Curriculum Committee9/10/13
Date Approved by College Curriculum Committee**CS
Chair's SignatureKan Khan
Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

3-6-12

JOURNALISM (JN)

JN 495. (3) **Journalism Internship.** Selected problems and practice emphasizing actual professional work situations in journalism through special study, projects, or field experience under departmental supervision and evaluation. Prerequisite: departmental approval required. (Fall, Spring, Summer)

JN 496. (3) **Journalism Practicum.** Special projects in journalism under departmental supervision. Journalism majors may not apply off-campus internships toward requirements of JN 496. Prerequisite: departmental approval required. (Fall, Spring, Summer)

JN 499. (3) **Independent Study.** Completion of a supervised individual project in journalism. Prerequisite: departmental approval. (Offered on sufficient demand)

LEARNING COMMUNITIES (LC)

LC 100. (1) **Learning Communities Seminar.** Designed to help the new student develop essential survival skills and adapt to university level studies and the unique environment of the campus community. Students will gain an overall perspective of the expectations and benefits of a university education. The one hour credit course includes one regularly-scheduled class period per week. This course may be applied only one time toward a degree.

MATHEMATICS (MA)

MA 099. (0) **Beginning Algebra.** A noncredit course in basic mathematics and introductory algebra required of all students with scores of 15 or below on the ACT Mathematics Subtest whose major requires MA 112. Except as noted below, no other mathematics course may be taken until a grade of S is earned in MA 099. May also serve as a refresher or beginning course in mathematics for other students. Counts as three semester hours in determining hour load. Grading is S (Satisfactory) or U (Unsatisfactory). Students may be exempted only by approval of the Department of Mathematics. A student receiving a grade of U must repeat the course. After the second term in MA 099 the student, no matter what the grade, must proceed to the credit sequence beginning with MA 100. Students will not be allowed to withdraw from non-credit courses unless they are completely withdrawing from school. In the case of a complete withdrawal, a grade of WS, Withdrawal Satisfactory, or WU, Withdrawal Unsatisfactory, will be assigned. Grades of WS or WU have no effect on the student's scholastic standing. (Fall, Spring)

MA 100. (3) **Intermediate Algebra.** Principles and techniques of elementary algebra; products, factors, and quotients of polynomials; operations with rational expressions; ratio and proportion; rectangular coordinate system; systems of equations and inequalities; roots and radicals; second-degree equations; the quadratic formula. Prerequisite: minimum ACT mathematics score of 16 and one unit of high school algebra, or satisfactory completion of MA 099 (Fall, Spring, Summer)

MA 105. (3) **Mathematics for Liberal Arts.** This course emphasizes the breadth of application of contemporary mathematics to modern society. It is intended primarily for the liberal arts major. Topics covered include charts, graphs, compound interest, problem solving, sets, logic, probability, and statistics. (Fall, Spring)

MA 110. (3) **Finite Mathematics.** This course is intended to give an overview of topics in finite mathematics together with their applications and is taken primarily by students who are not majoring in science, engineering, commerce, or mathematics (i.e., students who are not required to take calculus). The course includes sets, counting, permutations, combinations, basic probability (including Bayes' Theorem), an introduction to statistics (including work with Binomial Distributions and Normal Distributions), matrices and their applications to Markov chains and decision theory. Additional topics may include symbolic logic, linear models, linear programming, the simplex method and applications. Prerequisite: minimum mathematics ACT score of 22 and credit in high school Algebra I, Algebra II, and Geometry; or grade of C or better in Intermediate Algebra; or Mathematics for Liberal Arts (MA 105 is preferable to MA 100). (Fall, Spring, Summer)

MA 110L. (0) Finite Math Lab. This is a one-hour lab that accompanies certain enhanced sections of MA 110. This lab provides supplementary instruction.

MA 112. (3) **Pre-calculus Algebra.** This course emphasizes the algebra of functions – including polynomial, rational, exponential, and logarithmic functions. The course also covers systems of equations and

**Undergraduate Curriculum Committee
Curriculum Change Proposal Form**

SEP 13 2013

College Name: Arts & Sciences **Department Name:** Mathematics

Item(s) to be considered by the Undergraduate Curriculum Committee: (please check all spaces relevant to this proposed change)

- | | |
|--|---|
| <input type="checkbox"/> Proposed New Course(s)—attach one page syllabus | <input type="checkbox"/> Change in Course Description |
| <input type="checkbox"/> Addition Of/Change in Course Fee | <input type="checkbox"/> *New Major/Option/Concentration/Minor |
| <input type="checkbox"/> Cross Listing of Course | <input type="checkbox"/> Revised Major/Option/Concentration/Minor |
| <input type="checkbox"/> Inactivation of Course | <input type="checkbox"/> New/Revised Certificate Program |
| <input type="checkbox"/> Merger of Major/Option/Concentration/Minor | <input type="checkbox"/> Revised Admission Requirement |
| <input type="checkbox"/> Revised Course Number/Title/Credit/Prerequisite | <input type="checkbox"/> Editorial Change |
| <input checked="" type="checkbox"/> Other | |

Will this proposal result in the need for a Revised Faculty Roster Form? Yes ☒ No ☐

If yes, for whom: Karen Driskell, Jay Jackson, Marlow McCullough, Jason Briley, Jesse Prince-Lubawy, Mark Greer, Ashley Johnson, Lee Raney, Miranda Bowie, Jessica Stovall, Cynthia Stenger, Herve Dovoedo, David Muse

Will the change require additions or deletions to the Major's Course List? Yes ☐ No ☒

List courses that will be added or deleted for EACH major affected by the curriculum change (see current Major's Courses List). Include major, course number, and title (e.g., "Add to Biology and Marine Biology – BI 498 Study of Pelagic Birds. _____

Brief Description and Rationale – (1) include catalog course prefix, proposed number, credit hours, title, description, prerequisite, if any; (2) include relevant information concerning UNA's mission and goals, student learning opportunities, impact on existing programs and financial implications (you must attach a copy of the current catalog page(s) with all suggested changes made using the *Guidelines and Style Manual*):
MA113L. (0) Pre-calculus Trigonometry Lab. This is a one-hour lab that accompanies certain enhanced sections of MA 113. This lab provides supplementary instruction.

Prerequisites: none (Fall, Spring) .

Prereq:

The lab offers supplemental instruction through the Mathematics Learning Center and Math Fellows. Students will work under the guidance of the Math Fellow on an assignment that counts as a daily grade in the course. Attendance is not required but is recommended as it is beneficial to student's understanding of the material and assignments count toward their course average.

Proposed Banner Course Title (30 character maximum): Pre-calculus Trig Lab

The proposed change(s) will be effective beginning: Spring semester 2014 year

If Addition of/Change in Course Fee, provide justification: N/A

List the departments or programs on campus consulted on the issues of duplication, overlap, or impact on program: Mathematics

Aug 30, 2013
Date Approved by Department Curriculum Committee

[Signature]
Chair's Signature

9/10/13

[Signature]

Date Approved by College Curriculum Committee**

Academic Dean's Signature**

*Proposals within this category require submission and approval by ACHE. Consult the VPAA Office for additional information.

**Courses that are not specific to an academic department/college must be submitted through the VPAA Office and approved by the Council of Academic Deans prior to submission to the Undergraduate Curriculum Committee.

3-6-12

MA 105. (3) **Mathematics for Liberal Arts.** This course emphasizes the breadth of application of contemporary mathematics to modern society. It is intended primarily for the liberal arts major. Topics covered include charts, graphs, compound interest, problem solving, sets, logic, probability, and statistics. (Fall, Spring)

MA 110. (3) **Finite Mathematics.** This course is intended to give an overview of topics in finite mathematics together with their applications and is taken primarily by students who are not majoring in science, engineering, commerce, or mathematics (i.e., students who are not required to take calculus). The course includes sets, counting, permutations, combinations, basic probability (including Bayes' Theorem), an introduction to statistics (including work with Binomial Distributions and Normal Distributions), matrices and their applications to Markov chains and decision theory. Additional topics may include symbolic logic, linear models, linear programming, the simplex method and applications. Prerequisite: minimum mathematics ACT score of 22 and credit in high school Algebra I, Algebra II, and Geometry; or grade of C or better in Intermediate Algebra; or Mathematics for Liberal Arts (MA 105 is preferable to MA 100). (Fall, Spring, Summer)

MA 112. (3) **Pre-calculus Algebra.** This course emphasizes the algebra of functions – including polynomial, rational, exponential, and logarithmic functions. The course also covers systems of equations and inequalities, quadratic inequalities, and the binomial theorem. Additional topics may include matrices, Cramer's rule, and mathematical induction. Prerequisite: minimum mathematics ACT score of 22 and credit in high school Algebra I, Algebra II, and Geometry; or grade of C or better in Intermediate Algebra. Not open to students with credit in MA 101. (Fall, Spring, Summer)

MA 113. (3) **Pre-calculus Trigonometry.** This course is a continuation of Pre-Calculus Algebra. It includes the study of trigonometric and inverse trigonometric functions and includes extensive work with trigonometric identities and trigonometric equations. The course also covers vectors, complex numbers, DeMoivre's Theorem, and polar coordinates. Additional topics may include conic sections, sequences, and using matrices to solve linear systems. Prerequisite: MA 112; or permission of the Chair of the Department of Mathematics. Not open to students with credit in MA 103. (Fall, Spring, Summer)

MA 113L. (0) **Pre-calculus Trigonometry Lab.** This is a one-hour lab that accompanies certain enhanced sections of MA 113. This lab provides supplementary instruction.

MA 115. (4) **Pre-calculus Algebra and Trigonometry.** This course is a one semester combination of Pre-calculus Algebra and Pre-calculus Trigonometry intended for superior students. The course covers the following topics: algebra of functions (including polynomial, rational, exponential, and logarithmic functions); systems of equations and inequalities; quadratic inequalities; the binomial theorem; the study of trigonometric and inverse trigonometric functions including extensive work with trigonometric identities and trigonometric equations; vectors; complex numbers; DeMoivre's Theorem; polar coordinates. Prerequisite: minimum mathematics ACT score of 22 and credit in high school Algebra I, Algebra II, and Geometry; or grade of C or better in MA 112. Not open to students with credit in MA 151. (Fall, Spring)