Memo

To: Undergraduate Curriculum Committee
From: Vanessa Edkins
Date: 4/10/15

Re: Changing Course Name – PSY1400

PSY1400: Freshman Seminar is a course that was initially designed to introduce incoming freshmen to the various fields in psychology. Over time, the course has developed to also include information on degree planning, graduate school, internship preparation, and writing in APA style. The course has been useful for freshmen, transfer students, and change of major students, and we are requiring that all of our students enroll in this course. Unfortunately, the title of the course has caused some confusion with transfers and change of majors, and a belief that the course does not apply to them. Changing the name to “Psychology Seminar” would better represent the intent of the course.
REQUEST TO CHANGE THE REQUIREMENTS FOR A COURSE

Any change, addition or removal of any restriction, or change in credit hours or availability for a course requires this form, accompanied by any supporting documentation, be completed and approved as indicated below.

COLLEGE: College of Psychology and Liberal Arts

DEPARTMENT: Psychology

REQUEST IS FOR CHANGE IN COURSE: PSY 1400 Freshman Seminar

TO BE INCLUDED IN 20__ /20__ CATALOG

Course changes are effective beginning with the fall term in which they appear in the University Catalog.

IS REQUEST FOR A CHANGE IN THE NAME LISTED ABOVE? □ Yes □ No If yes, requested name: Psychology Seminar

IS REQUEST FOR A CHANGE IN CREDITS FOR COURSE LISTED ABOVE? □ Yes □ No If yes, current credits requested credits

IS REQUEST TO CHANGE RESTRICTIONS FOR COURSE LISTED ABOVE? □ Yes □ No If yes, please check all that apply:

☐ Add ☐ Remove ☐ Prerequisite ☐ Corequisite ☐ and ☐ or

☐ Prefix Number ☐ and ☐ or

☐ Prefix Number

☐ Add ☐ Remove ☐ Other Restrictions* □ Yes □ No If yes, please use box below:

*Other restrictions may include changing the grade mode (P/F, S/U, A-E, CEU), deactivating a course already in the system, majors or class levels restricted from registration, or other restrictions.

☐ Yes □ No Is this request for the course to be used to measure program-level student learning outcomes?

☐ Yes □ No Is this request for the course to be to satisfy the scholarly inquiry requirement? If yes, attach "Q" materials for review.

☐ Yes □ No Will this change impact any existing programs? If yes, attach "Changing Graduation Requirements" form for each program that is impacted.

APPROVALS: Once appropriate department approvals are completed, submit form to Chair, Graduate Council, or Chair, Undergraduate Curriculum Committee for signatures below and forward to the Catalog & Curriculum Manager.

1) [Signature] 4/9/15

2) [Signature] 4/9/15

3) [Signature] 4/16/15

Chair, Graduate Council Date

Chair, Undergraduate Curriculum Committee Date

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RGR-222-1114
Memo

To: Undergraduate Curriculum Committee
From: Vanessa Edkins
Date: 4/10/15

Re: Changing Requirements for a Course – PSY2512

PSY 2512: Research Methods and Statistics 1 currently requires Intro to Psychology, a math course, and our designated computer literacy course (CSE1301) as pre-requisites. We would like to remove the requirement for CSE 1301. Last year, we changed the graduation requirements in our degree plans to require “CSE 1301 or any CL designated course” and we are finding a number of students have expressed interest in taking other computer classes instead of CSE1301. The change in the PSY2512 requirements would cut down on pre-requisite waiver forms for these students and for students transferring in a computer class from another institution. In addition, we had felt that since the lab component of PSY2512 required basic work with computers, that the CSE1301 course would help with preparation – we are now finding that today’s students are more than adequately prepared to use excel and related programs without needing the CSE1301 course.
REQUEST TO CHANGE THE REQUIREMENTS FOR A COURSE

Any change, addition or removal of any restriction, or change in credit hours or availability for a course requires this form, accompanied by any supporting documentation, be completed and approved as indicated below.

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<th>COLLEGE</th>
<th>Psychology and Liberal Arts</th>
<th>DEPARTMENT</th>
<th>Psychology</th>
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<tr>
<td>REQUEST IS FOR CHANGE IN COURSE</td>
<td>PSY 2512</td>
<td>Research Methods and Statistics 1</td>
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<td>16 17</td>
<td>CSE 1301</td>
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<td>TO BE INCLUDED IN 2016-2017 CATALOG</td>
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IS REQUEST FOR A CHANGE IN THE NAME LISTED ABOVE? □ Yes [ ] No
If yes, requested name______________________

IS REQUEST FOR A CHANGE IN CREDITS FOR COURSE LISTED ABOVE? □ Yes [ ] No
If yes, current credits requested credits

IS REQUEST TO CHANGE RESTRICTIONS FOR COURSE LISTED ABOVE? □ Yes [ ] No
If yes, please check all that apply:
☐ Add  ☐ Remove  ☐ Prequisite  ☐ Corequisite
☐ Add  ☐ Remove  ☐ Prequisite  ☐ Corequisite

*Other restrictions may include changing the grade mode (P/F/S/U, A-I, CEU), deactivating a course already in the system, majors or class levels restricted from registration, or other restrictions.

☐ Yes [ ] No  Is this request for the course to be used to measure program-level student learning outcomes?

☐ Yes [ ] No  Is this request for the course to be to satisfy the scholarly inquiry requirement? If yes, attach "Q" materials for review.

☐ Yes [ ] No  Will this change impact any existing programs? If yes, attach "Changing Graduation Requirements" form for each program that is impacted.

APPROVALS: Once appropriate department approvals are completed, submit form to Chair, Graduate Council, or Chair, Undergraduate Curriculum Committee for signatures below and forward to the Catalog & Curriculum Manager.

1) [Signature] 4/19/15
2) [Signature] 4/19/15
3) [Signature] 4/19/15
4) [Signature] 4/19/15

Chair, Graduate Council  Date  OR

Dean or Associate Dean  Date  Chair, Undergraduate Curriculum Committee  Date

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