

Revised 7/23/07

PROPOSAL SUMMARY AND ROUTING FORM

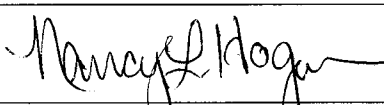
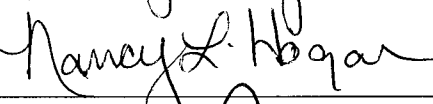

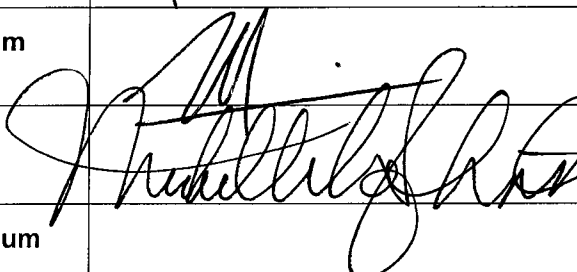
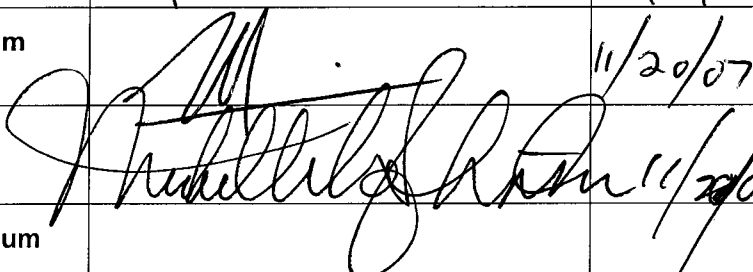
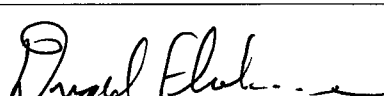
Proposal Title: Independent Study

Initiating Unit or Individual: Master of Science in Criminal Justice Administration

Contact Person's Name: Nancy Hogan, Graduate Coordinator e-mail: hogann@ferris.edu
 phone: x2664

Date or Term of Proposal Implementation: Spring, 2008

- Group I - A – New degree/major or major, redirection of a current offering, or elimination of a degree, major or minor
- Group I - B – New minors or concentrations
- Group II - A – Minor curriculum clean-up and course changes
- Group II - B – New Course
- Group III - Certificates
- Group IV – Off-Campus Programs

Group/Individual	Signature	Date	Vote/Action *
Program Faculty		10/30/07	<u>5</u> Support ___ Support with Concerns ___ Not Support
Department Faculty		10/30/07	<u>12</u> Support ___ Support with Concerns ___ Not Support
Department Head		10/30/07	<input checked="" type="checkbox"/> Support ___ Support with Concerns ___ Not Support
College Curriculum Committee		11/20/07	<u>4</u> Support ___ Support with Concerns ___ Not Support
Dean		11/20/07	<input checked="" type="checkbox"/> Support ___ Support with Concerns ___ Not Support
University Curriculum Committee			___ Support ___ Support with Concerns ___ Not Support
Senate			___ Support ___ Support with Concerns ___ Not Support
Academic Affairs		12/2/07	___ Support ___ Support with Concerns ___ Not Support

* Support with Concerns or Not Support must include a list of specific concerns. Votes must be shown for faculty groups. Administrators check appropriate action taken.

To be completed by Academic Affairs

President (Date Approved)

Board of Trustees (Date Approved)

President's Council (Date Approved)

REC'D DEC 06 2007

1. Proposal Summary

(Summary is generally less than one page. Briefly: state what is proposed with a summary of rationale and highlights. Additional rationale may be attached.)

Occasionally students do a 1 or 2 credit independent study on the master's level. Since its inception, we have used Crim 497 for this need. Due to recent changes in the Federal Financial Aid, all classes must be graduate listing. Thus, we are creating Crim 597 to parallel our previous method and comply with Federal Financial Aid Standards.

2. Summary of All Course Action Required*

a. Newly Created Courses to FSU:

Prefix	Number	Title
Crim	597	Independent Study

b. Courses to be Deleted From FSU Catalog:

Prefix	Number	Title
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c. Existing Course(s) to be Modified:

Prefix	Number	Title
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d. Addition of existing FSU courses to program

Prefix	Number	Title
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e. Removal of existing FSU courses from program

Prefix	Number	Title
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*Contact Senate Secretary or UCC Chair if spaces for additional courses are needed.

CURRICULUM CONSULTATION FORM

For proposals affecting graduate and professional curricula

1. This completed form should be forwarded with the proposal to the chair of the University Graduate and Professional Council.
2. The University Graduate and Professional Council must respond within 20 calendar days of receipt of this form to insure inclusion in the final proposal. The completed form is returned to the initiator and inserted into the proposal.

Failure to respond is interpreted as support for the proposal.

3. The Proposing Department must respond to any concerns by the Council. This response will be in writing and be included in the proposal following the consultation form.

RE: Proposal Title Independent Study, Crim 597

Initiator(s): Criminal Justice Administration

Proposal Contact: Nancy Hogan, Graduate Program Coordinator **Date Sent:** 10-31-07

Department: School of Criminal Justice **Campus Address:** 525 Bishop Hall
(Please print)

Response from: Graduate and Professional Council

Chair: Whar

Date Returned: 11/8/07

Based upon Graduate and Professional Council review on 11/6/07 (date), we

- Support the above proposal.
- Support the above proposal with the modifications and concerns listed below.
- Do not support the proposal for the reasons listed below.

Comment regarding the impact this proposal has on graduate and professional program issues at the university. Use additional pages, if necessary.

FLITE SERVICES CONSULTATION FORM

To be completed by the liaison librarian and approved by the Dean of FLITE. All returned forms should be included in the proposal. **FLITE must respond within 20 calendar days of receipt of this form to insure that the form is included in the final proposal.**

FAILURE TO RESPOND IS CONSIDERED AS SUPPORT OF THE CHANGE.

RE: Proposal Title: Crim 597-Independent Study

Projected number of students per year affected by proposed change: 10

Initiator(s): <u>Master of Science in Criminal Justice Administration</u>
Proposal Contact: <u>Nancy Hogan, Graduate Coordinator</u> Date Sent: <u>10-30-07</u>
Department: <u>School of Criminal Justice</u> Campus Address: <u>506 Bishop Hall</u> (Please print)

Liaison Librarian Signature: <u><i>Kristen L. Meyer</i></u> Date: <u>11/8/07</u>
Dean of FLITE Signature: <u><i>Paul M. ...</i></u> Date Returned: <u>11/9/07</u>

Based upon our review on 11/8/07 (date), FLITE concludes that:

- Library resources to support the proposed curriculum change are currently available.
- Additional Library resources are needed but can be obtained from current funds.
- Support, but significant additional Library funds/resources are required in the amount of \$ _____.
- Does not support the proposal for reasons listed below.

Comment regarding the impact this proposal will have on library resources, collection development, programs, etc. Use additional pages if necessary.

This independent study is being created to meet the federal guidelines for Graduate financial aid. Prior to this, students used Crim 497, which is an undergraduate course. No resources are needed from the library for this course.

NEW COURSE INFORMATION FORM

Course Identification:

Prefix:	Number	Title
Crim	597	Independent Study

Course Description:

This special studies course has been designed to allow graduate students to work closely with a faculty member to pursue a topic of specialized interest. Topics for study and project requirements will be negotiated jointly between the faculty member and the graduate student. Typically offered by demand. 1-6 graduate credit hours.

Course Outcomes and Assessment Plan:

Determined by the project.

Course Outline including Time Allocation:

Determined by the project.

CREATE NEW COURSE
Course Data Entry Form

FORM F

Create New Course
Rev. 07/23/07

I. ACTION TO BE TAKEN: CREATE A NEW COURSE

Notes

1. Complete each item in Section I and Section II.
2. If this course is to be used as a prerequisite for other university courses, Form Fs that reflect the prerequisite change must be submitted for those courses as well.

Term Effective (6 digit code only): 200801 Examples: 200801(Spring), 200805(Summer), 200808(Fall)

Note: The first four digits indicate year, the next two digits indicate month in which term begins.

II. PROPOSED FOR NEW COURSE: Complete all sections a through r, See manual for clarification.

a. Course Prefix

CRIM

b. Number

597

c. Enter Contact Hours per week in boxes.

LECTure LAB INDEpendent Study – Check (x)

Practicum: Seminar:

d. Course Title: Independent Study

(Limit to 30 characters/spaces.)

e. College Code: COEHS f. Department Code: CRIM

Credit Hours: Check (x) type and enter maximum and minimum hours in boxes.

g. Type: Variable Fixed h. Minimum Credit Hours 1 i. Maximum Credit Hours 6

j. May Be Repeated for Added Credit: Check (x) Yes No

k. Levels: Check (x) Undergraduate Graduate Professional

l. Grade Method: Check (x) Normal Grading Credit/No Credit only (Pass/Fail)

m. Does proposed new course replace an equivalent course? Check (x) Yes No

n. Equivalent course: Prefix Number See instructions on Replacement courses.

o. **CATALOG DESCRIPTION** – Limit to 75 words – PLEASE BE CONCISE.

This special studies course has been designed to allow graduate students to work closely with a faculty member to pursue a topic of specialized interest. Topics for study and project requirements will be negotiated jointly between the faculty member and the graduate student. Typically offered by demand. 1-6 graduate credit hours.

p. Term(s) Offered: Fall, Spring, Summer (See instructions for listing.) q. Max. Section Enrollment: 20

r. Prerequisites/Co-requisites/Restrictions: (If none, leave blank.) Limited to 100 spaces.

UCC Chair Signature/Date:

_____ 1/1

Academic Affairs Approval Signature/Date:

Daniel Fluke 12/21/07

To be completed by Academic Affairs Office: - Standard & Measures Coding and General Education Code

Basic Skill (BS) General Education (GE) Occupational Education (OC) G.E. Codes

Office of the Registrar use ONLY

Date Rec'd: _____ Date Completed: _____ Entered: SCACRSE __ SCADETL __ SCARRES __ SCAPREQ __