

Revised 7/23/07

**PROPOSAL SUMMARY AND ROUTING FORM**

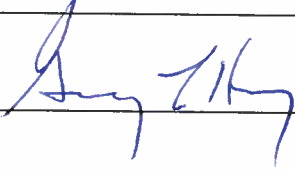




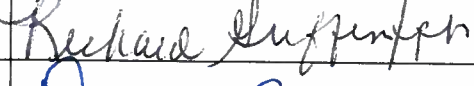

**Proposal Title: Changes to History Prerequisites for HIST 325 and 326**  
**(HIST 121 or 122; And ENGL 250)**

Initiating Unit or Individual: Dept. of Humanities

Contact Person's Name: Jana Pisani e-mail: pisanij@ferris.edu phone: 3699

Date or Term of Proposal Implementation: Fall 2009

- 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 or Academic Unit Faculty		1/15/09	4 Support 0 Support with Concerns 0 Not Support
Department Faculty			Support Support with Concerns Not Support
Department Head		1/15/09	✓ Support Support with Concerns Not Support
College Curriculum Committee		1/14/09	5 Support Support with Concerns 0 Not Support
Dean		1-22-09	✓ Support Support with Concerns Not Support
University Curriculum Committee		2/3/09	✓ Support 7-0 Support with Concerns Not Support
Senate		2/3/09	✓ Support Support with Concerns Not Support
Academic Affairs		2/3/09	✓ 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 FEB 04 2009

**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.)

**The proposal is to add another prerequisite for the course in the catalog. The prerequisite to be added is either History 121 or History 122 (the student must have one or the other at minimum), the United States history survey courses. The purpose for adding the prerequisite is to ensure that the students taking these courses already have a basic knowledge of United States history. This would enable the class to delve into deeper issues. In addition, we are replacing the ENGL 150 prerequisite with ENGL 250. The History area has added more writing components to our upper level courses and therefore believe students should have more experience in and knowledge of writing prior to taking these courses in order for them to be successful.**

**2. Summary of All Course Action Required\***

**a. Newly Created Courses to FSU:**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**b. Courses to be Deleted From FSU Catalog:**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**c. Existing Course(s) to be Modified:**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
HIST	325	American Women's History
HIST	326	African American Women's History

**d. Addition of existing FSU courses to program**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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**e. Removal of existing FSU courses from program**

<b>Prefix</b>	<b>Number</b>	<b>Title</b>
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\*Contact Senate Secretary or UCC Chair if spaces for additional courses are needed.

**MODIFY COURSE**  
**Course Data Entry Form**

**FORM F**

**Modify Course**  
Rev. 07/23/07

**I. ACTION TO BE TAKEN: MODIFY AN EXISTING COURSE**

Notes:

1. Complete all parts of Sections I and II; complete only those items in Section III that represent changes.
2. If either prefix or number is being changed, use 'Delete Course' and 'Create New Course' forms rather than this form.

a. List the changes to be made (See Proposed Changes a through p below): See letter P below

b. Term Effective (6 digit code only): 200908 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. CURRENT:** Include information that is in the current course database.

a. Course Prefix HIST      b. Number 325      c. Enter Contact Hours per week in boxes.  
LECTure 3      LAB       INDependent Study – Check (x)   
Practicum:       Seminar:

d. Course Title: American Women's History

**III. PROPOSED CHANGES:** Complete only those boxes that represent proposed changes identified in Section I. Leave all other spaces blank.

a. Course Prefix       b. Number       c. Enter Contact Hours per week in boxes.  
LECTure       LAB       INDependent Study – Check (x)   
Practicum:       Seminar:

d. Course Title:  (Limit to 30 characters/spaces.)

e. College Code:       f. Department Code:

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

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

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

n. Term(s) Offered:  (See instructions for listing.)    o. Max. Section Enrollment:

p. Prerequisites/Co-requisites/Restrictions: Limited to 100 spaces HIST 121 OR HIST 122; and ENGL

UCS Chair Signature/Date:

2/3/09

Academic Affairs Approval Signature/Date:

2/16/09

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 \_\_\_

**MODIFY COURSE**  
Course Data Entry Form

**FORM F**

**Modify Course**  
Rev. 07/23/07

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2. If either prefix or number is being changed, use 'Delete Course' and 'Create New Course' forms rather than this form.

a. List the changes to be made (See Proposed Changes a through p below): See letter P below

b. Term Effective (6 digit code only): 200908 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. CURRENT:** Include information that is in the current course database.

a. Course Prefix HIST      b. Number 326      c. Enter Contact Hours per week in boxes.  
LEcture 3      LAB       INDEpendent Study – Check (x)   
Practicum:       Seminar:

d. Course Title: African-American Women's History

**III. PROPOSED CHANGES:** Complete only those boxes that represent proposed changes identified in Section I. Leave all other spaces blank.

a. Course Prefix       b. Number       c. Enter Contact Hours per week in boxes.  
LEcture       LAB       INDEpendent Study – Check (x)   
Practicum:       Seminar:

d. Course Title:  (Limit to 30 characters/spaces.)

e. College Code:       f. Department Code:

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

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

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

n. Term(s) Offered:  (See instructions for listing.)    o. Max. Section Enrollment:

p. Prerequisites/Co-requisites/Restrictions: Limited to 100 spaces. HIST 121 OR HIST 122: and ENGL

UGC Chair Signature/Date:

[Signature]      2/3/09

Academic Affairs Approval Signature/Date:

[Signature]      2/6/09

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 \_\_

**CURRICULUM CONSULTATION FORM**

To be completed by each department affected by the proposed change, new degree, new program, new minor, or new course. Potential duplication of coursework is reason for consultation.

1. This completed form must be forwarded with the proposal to the chair/head of the department to be consulted.
2. The department 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 address any concerns raised by the department. This response will be in writing and be included in the proposal following the consultation form.

**RE: Proposal Title Changes to History Prerequisites for HIST 325 and 326 (HIST 121 or 122; And ENGL 250)**

**Initiator(s):** History Program

**Proposal Contact:** Jana Pisani **Date Sent:** September 5, 2008

**Department:** Humanities **Campus Address:** JOH 117  
(Please print)

**Responding Department:** Languages and Literature

**Chair/Head/Coordinator:** Genevieve West **Date Returned:** \_\_\_\_\_

Based upon department faculty review on \_\_\_\_\_ (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 scheduling, room assignments, faculty load, and prerequisites for your department. Use additional pages, if necessary.