# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC)PROPOSAL FORM

## Cover page scroll over blue text to see further important [instructions](#instructions): please read.

**N.B. DO NOT USE HIGHLIGHT, please DELETE THE WORDS THAT DO NOT APPLY TO YOUR PROPOSAL**

**ALL numbers in section (A) need to be completed, including the impact ones.**

|  |  |  |
| --- | --- | --- |
| A.1. [Course or program](#Proposal) | **CIS 251 Computers in Management** |  |
| [Replacing](#Ifapplicable)  |  |
| A.2. [Proposal type](#type) | **Course: [deletion](#deletion" \o "Will this course deletion affect programs in any other departments?  Search catalog to identify all occurrences. If yes, identify all affected departments or programs, and ensure you obtain acknowledgment signatures from their chairs/directors and deans)** **Program: revisions** |
| A.3. [Originator](#Originator) | Lisa Bain | [Home department](#home_dept) | Accounting & CIS Dept |
| A.4. [Context and Rationale](#Rationale)  | This is part of a major revision of the CIS Program to 4 Credit Courses. This course will be merged into CIS 352 Management Information Systems. CIS 251 and CIS 352 are currently 3 credit courses. CIS 352 will be changed to a 4 credit course, renumbered to CIS 252, and its prereqs changed to 30 credits only. The new CIS 252 will include several key items from CIS 251 (e.g. Microsoft Access and Microsoft Excel). The current instruction of Microsoft Word and PowerPoint will be removed since many students receive previous instruction in middle and high school. In addition, the CIS faculty strongly feel that Microsoft Office should not be a college-level course and the CIS Program needs to focus on more advanced material needed by the IT industry (e.g. security, programming, data analytics). The new 252 course will continue to include the course objectives of the previous CIS 352 course.  |
| A.5. [Student impact](#student_impact) | CIS majors will be required to take CIS 252 instead of CIS 251 AND CIS 352, will be better prepared overall, and not waste time covering materials already learned at secondary schools. |
| A.6. [Impact on other programs](#impact)  | (1) School of Business - CIS 251 and 352 are currently required courses in the Accounting, Finance, HCA, Management, and Marketing Programs. CHANGE: This will change to CIS 252 only and readily supported by each program, reducing the credit requirement from two 3 credit courses to one 4 credit course. Each of these programs can therefore be reduced by 2 credits.(2) CIS 251 is currently required for the Public Administration Program, they have been notified and are looking into other options. (3) Prerequisites - CIS 251 is currently a prerequisite for HCA 402, and this should be changed to become CIS 252. All other 300-level CIS courses that had CIS 251 as a prerequisite will be altered to read CIS 251 or CIS 252 (until CIS 251 is out of the system), and 400-level that had CIS 352 as their prerequiste will change to CIS 252 or CIS 352 (until CIS 352 is out of the system)EEP - CIS 251 is currently part of this program and taught by several high schools in RI—they will need to be notified that we no longer offer this course. CCRI - CIS 251 is part of the JAA program between CCRI and RIC and they will need to be notified that this will need to change. |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty):  | Full time and part time faculty currently teach CIS 251 and CIS 352. The combined number of sections offered will be reduced, resulting in a reduced need for the number of part time faculty and different skillsets for part time faculty teaching the CIS 252. |
| [*Library*:](#library) | NA |
| [*Technology*](#technology) | **None** |
| [*Facilities*](#facilities): | None. Both CIS 251 and CIS 352 are taught in computer labs. The new CIS 252 will continue to be taught the same way.  |
| A.8. [Semester effective](#Semester_effective) | Fall 2018 | A.9. [Rationale if sooner than next Fall](#Semester_effective) |  |

### C. [Program Proposals](#program_proposals) **complete only what is relevant to your proposal Delete this whole page if the proposal is not revising, creating, deleting or suspending any progam.**

|  | [Old (for revisions only)](#old_program) | New/revised |
| --- | --- | --- |
| C.1. [Enrollments](#enrollments) |  |  |
| C.2. [Admission requirements](#admissions) |  |  |
| C.3. [Retention requirements](#retention) |  |  |
| C.4. [Course requirements](#course_reqs) for each program option |  | Following the deletion of CIS 251, most programs in the School of Business aside from CIS also need to be updated—see catalog copy for details. Essentially those that required CIS 251 and CIS 352 will now only require CIS 252 and so be reduced by 2 credits. HCA replaces CIS 251 with 252 and loses 352 as a required Informatics elective (which adds a total credit). |
| C.5. [Credit count](#credit_count) for each program option | Accounting (Major): 73-74Accounting (Minor): 21Finance (Major): 77Health Care Admin (Major): 76-82Management—General: 63Management—Human Resource: 72-73Management—Operations: 69-70Marketing (Major): 72 | Accounting (Major): 71-73Accounting (Minor): 22Finance (Major): 75Health Care Admin (Major): 77-83Management—General: 61Management—Human Resource: 70-71Management—Operations: 67-68Marketing (Major): 70 |
| C.6. Other changes if any |  |  |
| C.7 [Program goals](Program%20goals)Needed for all new programs |  |  |

## D. Signatures

* Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to curriculum@ric.edu and a printed or electronic signature copy of this form to the current Chair of UCC. Check UCC website for due dates.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. may include multiple departments, e.g., for joint/interdisciplinary prposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Alema Karim | Chair of Economics and Finance |  |  |
| Mike Casey | Chair of Management and Marketing |  |  |
| Marianne Raimondo | Program Director of HCA |  |  |
| Lisa Bain | Chair of Accounting and CISEEP Liaison  |  |  |
| Jeff Mello | Dean of School of Business |  |  |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
| Earl Simson | Dean of Arts and Sciences |  |  |
| Fran Leazes | Program Director of Public Administration |  |  |
| Tom Schmeling | Chair Political Science |  |  |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
| Tom Schmeling | Chair of Political Science  |  |  |
|  |  |  |  |
|  |  |  |  |