# 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 252 Introduction to Information Systems** | | | |  |
| [Replacing](#Ifapplicable) | **CIS 352 Management Information Systems** | | | |
| A.2. [Proposal type](#type) | **Course: revision** | | | |
| A.3. [Originator](#Originator) | **Lisa Bain** | [Home department](#home_dept) | **Accounting & CIS** | | |
| A.4. [Context and Rationale](#Rationale) | This is part of a major revision of the CIS Program to 4 Credit Courses.  CIS 251 and CIS 352 are currently 3 credit courses. CIS 352 will be changed to a 4 credit course, renumbered to CIS 252, renamed to Introduction to Information Systems and its prereqs changed to 30 credits only, to allow students to take it earlier. The new CIS 252 will include two major portions of CIS 251 (Microsoft Access and Microsoft Excel). The new 252 course will continue to include the course objectives of the previous CIS 352 course. The new name will better reflect course content and standardize the course with other CIS programs. It will be offered F, Sp, and Su as the old CIS 251 was offered. | | | | |
| A.5. [Student impact](#student_impact) | Positive - The students will no longer need CIS 251 as a prerequisite and be able to move faster through the program. | | | | |
| A.6. [Impact on other programs](#impact) | (1) School of Business - CIS 251 and 352 are currently required courses in the Accounting, Finance, HCA (required elective), Management, and Marketing Programs. This will change to CIS 252 only and is readily supported by each program, reducing the credit requirement from two 3 credit courses to one 4 credit course. Only HCA will see an increase of one credit. This is also covered in the CIS 251 deletion proposal, which contains the signatures of all the affected chairs.  Also ACCT 441 had CIS 352 as a prerequisite, and this should be changed to CIS 252. | | | | |
| 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) | None | | | |
| [*Technology*](#technology) | None | | | |
| [*Facilities*](#facilities): | None | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2018** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  | |

B. [NEW OR REVISED COURSES](#delete_if)  **DO NOT use highlight. Delete this whole page if the proposal does not include a new or revised course.**

|  | Old ([for revisions only](#Revisions)) Only include information that is being revised, otherwise leave blank (delete provided examples that do not apply) | New Examples are provided for guidance, delete the ones that do not apply |
| --- | --- | --- |
| B.1. [Course prefix and number](#cours_title) | CIS 352 | CIS 252 |
| B.2. Cross listing number if any |  |  |
| B.3. [Course title](#title) | Management Information Systems | Introduction to Information Systems |
| B.4. [Course description](#description) |  |  |
| B.5. [Prerequisite(s)](#prereqs) | 60credits and CIS 251 | 30 credits |
| B.6. [Offered](#Offered) | Fall, Spring | Fall, Spring, Summer |
| B.7. [Contact hours](#contacthours) | 3 | 4 |
| B.8. [Credit hours](#credits) | 3 | 4 |
| B.9. [Justify differences if any](#differences) |  | |
| B.10. [Grading system](#grading) |  |  |
| B.11. [Instructional methods](#instr_methods) |  |  |
| B.12.[Categories](#required) |  |  |
| B.13. Is this an Honors course? | NO | NO |
| B.14. [General Education](#ge)  N.B. Connections must include at least 50% Standard Classroom instruction. |  |  |
| B.15. [How will student performance be evaluated?](#performance) |  |  |
| B.16. [Redundancy statement](#competing) |  |  |
| B. 17. Other changes, if any |  | |

## 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](mailto: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 |
| --- | --- | --- | --- |
| Lisa Bain | Chair of Accounting & CIS |  |  |
| 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 |
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