# 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): [if not working select “COMMents on rollover” in your Word preferences under view] please read these.

**N.B. DO NOT USE HIGHLIGHT, where choices are given within categories, please DELETE those THAT DO NOT APPLY TO YOUR PROPOSAL. Do not delete numbered categories.**

**ALL numbers in section (A) to be completed, including the impact ones (#5-7), put “none” if that is the case.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| A.1. [Course or program](#Proposal) | **CUS International Nongovernmental Organization Studies** | | | |  |
| [Replacing](#Ifapplicable) |  | | | |
| A.2. [Proposal type](#type) | **Program: |** [**revision**](#revision)**|** | | | |
| A.3. [Originator](#Originator) | **Robyn Linde** | [Home department](#home_dept) | **Political Science** | | |
| A.4. [Context and Rationale](#Rationale) | Over the past decade it is has become clear that INGOS students could benefit from a revision of the content and structure of the CUS program. New opportunities for RIC students through networking with employers and graduate programs have been identified. Based on an alumni survey, faculty and department feedback, and student focus groups, the following revisions are being proposed:   1. The course (formerly INGO 303) will be split into two courses, INGO 303 and INGO 305. Students must take one of these to complete the certificate. INGO 303 will continue to be a pre-internship seminar for those seeking to find an internship experience that complements their academic learning and advances their professional goals. INGO 305 will be a professional development course, focused on examining career and graduate school opportunities, preparing post-graduate materials (application essays, cover letters) and seeking to articulate the transferable skills needed for success in the professional NGO field. Students who do not need assistance securing an internship or have extensive experience abroad will be encouraged to take INGO 305 in addition to their internship (INGO 304). Students may take both courses (INGO 303 and INGO 305) but only one will count toward the program, as only one of these two courses is required for the certificate. 2. We are removing the language requirement from the certificate program for three reasons: 3. To reduce the number of credits for the program for consistency with other certificate programs at RIC. 4. Since many of the students that are attracted to the program already speak a language other than English at home, or come from another country, the language requirement should be routinely waived. Unfortunately, many of these languages (Haitian Creole, Tagalog) cannot be CLEPed or tested by the language department. Moreover, popular languages like Arabic are only offered for two semesters, leaving students that study these languages without an option for completing the program. 5. Students that need a second language to work in a particular country can always use their restricted elective to take a third semester of language. 6. We are reducing the internship requirements from 60 hours per credit to 40 hours per credit to better align with internship requirements within political science and in other departments. | | | | |
| A.5. [Student impact](#student_impact) | Fewer credits needed | | | | |
| A.6. [Impact on other programs](#impact) | Fewer students in some language classes, but not substantially because the certificate program is small. Internship hours reduced for the certificate but still can go up to four, so Environmental Studies, which accepts INGO 303 and INGO 304 for their internship requirement should not be adversely affected. | | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): | none | | | |
| [*Library*:](#library) | none | | | |
| [*Technology*](#technology) | none | | | |
| [*Facilities*](#facilities): | none | | | |
| A.8. [Semester effective](#Semester_effective) | Fall 2020 | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  | |
| A.10. INSTRUCTIONS FOR CATALOG COPY: This single file copy must include ALL relevant pages from the college catalog, and show how the catalog will be revised. (1) Go to the “Forms and Information” page on the UCC website. Scroll down until you see the Word files for the current catalog. (2) Download ALL catalog sections relevant for this proposal, including course descriptions and/or other affected programs. (3) Place ALL relevant catalog copy into a single file. Put page breaks between sections and **delete any catalog pages not relevant for this proposal**. (4) Using the track changes function, revise the catalog pages to demonstrate what the information should look like in next year’s catalog. (5) Check the revised catalog pages against the proposal form, especially making sure that program totals are correct if adding/deleting course credits. If new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all is acceptable. Send as a separate single file along with this form. | | | | | |

### 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) | **30** | **30** |
| C.2. [Admission requirements](#admissions) |  |  |
| C.3. [Retention requirements](#retention) |  |  |
| C.4. [Course requirements](#course_reqs) for each program option. Show the course requirements for the whole program here. | 1. Minor (18-19 credits) 2. INGO 303 Pre-Internship Seminar (1—sometimes waived) 3. INGO 304 Internship (3-4)—180 hrs. 4. Language requirement (3 semesters or equivalent; 9-12 credits) | 1. Minor (19-20 credits; this is being updated in another proposal) 2. INGO 303 Pre-Internship International NGOs and Nonprofits (1)   -**Or-**  INGO 305 Professional Development: International NGOs and Nonprofits (1)  [Students must take one or the other of this; they may take both but only one will count toward the certificate]   1. INGO 304 Internship in International NGOs and Nonprofits (3)   NOTE: **\*\*In exceptional circumstances, when a student would not benefit from INGO 303 or 305 (as determined by the Director), they may take INGO 304 for 4 credits to fulfill the requirements of the certificate.** |
| C.5. [Credit count](#credit_count) for each program option | 30-35 credits  (current catalog incorrectly has 22-23 as it is not including the language requirement) | 23-24 credits |
| C.6. Other changes if any |  | Internship is reduced from 60 hours per credit hour to 40 hours per credit**.**  Students may take either 303 or 305 for one credit in addition to INGO 304 for 3 credits.  Students will continue to be able to take INGO 304 for 4 credits in exception situations where the director determines they will not benefit from INGO 303 or INGO 305 |
| C.7 [Program goals](file://Users/sabbotson/Documents/Curriculum/Program%20goals)  Needed for all new programs |  | 1. Students will gain an understanding the ontology of the international system and the position of NGOs within this system. 2. Students will gain an understanding of the ways in which NGOs wield moral and ideological power. 3. Students will apply theories relevant to NGOs to practical, real-world situations and conflicts. 4. Students will gain experience in the field though community projects and internships. 5. Students will develop skill sets that will make them more attractive to prospective employers and help students achieve in their new careers, including resume writing, library and online research skills, interviewing skills, project managing, project planning, collaborative projects, and public speaking. |

## 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 their 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 signature copy of this whole 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 proposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Robyn Linde | Director, INGOS |  |  |
| Michelle Brophy-Baermann | Chair of Political Science |  |  |
| Earl Simson | Dean of FAS |  |  |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS (and their relevant deans if not already included above) that are 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; all faculty are welcome to attend.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
| Eliani Basile | Chair, Modern Languages |  |  |
| Mary Baker | Director, Environmental Studies |  |  |