# 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) | **medi 463 senior seminar in medical imaging** | | | |  |
| [Replacing](#Ifapplicable) |  | | | |
| A.2. [Proposal type](#type) | **Course: creation** | | | |
| A.3. [Originator](#Originator) | **Eric Hall** | [Home department](#home_dept) | **Biology/Health Sciences** | | |
| A.4. [Context and Rationale](#Rationale) | **In order to tie all of the imaging concentrations into a single cohesive whole, we will be bringing students all together in this Senior Seminar experience where they will be completing approved projects and presenting these projects.**  **This course provides an additional mechanism for supporting Writing in the Discipline as well as our Annual Assessment efforts.** | | | | |
| A.5. [Student impact](#student_impact) | **Improved knowledge of interprofessional opportunities and techniques.** | | | | |
| A.6. [Impact on other programs](#impact) | **N/A** | | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): | **LSMI faculty teach this class** | | | |
| [*Library*:](#library) | **None** | | | |
| [*Technology*](#technology) | **None** | | | |
| [*Facilities*](#facilities): | **This course will be taught on campus** | | | |
| 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. | | | | | |

B. [NEW OR REVISED COURSES](#delete_if)  **DO NOT use highlight. Do not delete numbered categories, just leave blank if they do not apply. Delete this whole page if the proposal does not include a new or revised course. Always fill in b. 1 and B. 3 for context.**

|  | Old ([for revisions only](#Revisions)) ONLY include information that is being revised, otherwise leave blank. | New Examples are provided within some of the boxes for guidance, delete just the examples that do not apply. |
| --- | --- | --- |
| B.1. [Course prefix and number](#cours_title) |  | **MEDI 463** |
| B.2. Cross listing number if any |  |  |
| B.3. [Course title](#title) |  | **Senior Seminar in Medical Imaging** |
| B.4. [Course description](#description) |  | In their final year, medical imaging students will complete an approved project and present their results in a public seminar. |
| B.5. [Prerequisite(s)](#prereqs) |  | **DMS 433 or MEDI 410** |
| B.6. [Offered](#Offered) |  | **Spring** |
| B.7. [Contact hours](#contacthours) |  | **3** |
| B.8. [Credit hours](#credits) |  | **3** |
| B.9. [Justify differences if any](#differences) |  | |
| B.10. [Grading system](#grading) |  | **Letter grade** |
| B.11. [Instructional methods](#instr_methods) |  | **Seminar || Individual |** |
| B.12.[Categories](#required) |  | **Required for major/minor |** |
| B.13. Is this an Honors course? |  | **NO** |
| B.14. [General Education](#ge)  N.B. Connections must include at least 50% Standard Classroom instruction. |  | **NO |**  **category:** |
| B.15. [How will student performance be evaluated?](#performance) |  | **| Presentations | Papers |**  **Class Work | Projects |** |
| B.16 [Recommended class-size](#class_size" \o "Check appendix XVIII in the UCC Manual for Best Practices) |  | **30** |
| B.17. [Redundancy statement](#competing) |  | **N/A** |
| B. 18. Other changes, if any |  | |

| B.19**.** [**Course learning outcomes**](#outcomes)**: List each one in a separate row** | [**Professional Org.Standard(s)**](#standards)**, if relevant** | [**How will each outcome be measured**](#measured)**?** |
| --- | --- | --- |
| * Develop a project utilizing applicable concepts in medical imaging. * Apply appropriate research strategies to the investigation of the project topic. * Evaluate and synthesize evidence from credible sources to reach a reasonable conclusion. * Demonstrate appropriate academic rigor by uniformly applying citation styles (APA) and apply appropriate ethical research practices. * Produce a well-developed written presentation or poster presentation. |  | * Students will be assessed in all of these areas utilizing a series of checkpoints, time logs, and the performance on the final project. |

| B.20. [**Topical outline**](#outline)**: DO NOT INSERT WHOLE SYLLABUS, JUST A TWO-TIER TOPIC OUTLINE. Proposals that ignore this request will be returned for revision.** |
| --- |
| |  |  |  |  | | --- | --- | --- | --- | | **Checkpoint** | **Date of completion** | **Topic** | **Activity** | | 1 | Third week in May | Course discussion |  | | 2 | Last Friday in June | Group/individual discussions | 3 topic ideas/group identification | | 3 | Second week on July | Topic check-in |  | | 4 | First week in August | Topic check-in |  | | 5 | Second Monday in September | Topic submission | Submit via email  Research – student meets with MD mentor to discuss potential topics | | 6 | Last Monday in September | Project Mentor | Submit mentor via email | | 7 | Third Monday in October | Project design | Discuss with Project Mentor  Research – student meets with project designer (Grayson Baird); prepares proposal for MD for review | | 8 | Third Monday in November | Project proposal for final approval | Submit formal proposal via email | | 9 | Third Monday in November | Training (Research) | Research – completes Human Subject Projection and HIPAA training. Sends completion report to Project Mentor | | 10 | Third Monday in November | IRB approval (Research) | Research – works with MD and project designer to design plan (see “How to”); project submitted for IRB approval | | 11 | Second Monday in December |  | Data collection; literature review; project timeline | | 12 | Second Monday in January |  | Data collection; literature review; project timeline | | 13 | Fourth Monday in January |  | Data collection; literature review; project timeline | |  | Last day in January | Resume Workshop  Interview workshop |  | | 14 | Second Monday in February | Draft |  | | 15 | Last Monday in February | Draft | Professional Resume due | | 16 | Second Monday in March | Draft |  | |  | First Monday in April | Final Project submission |  | |  | Month of April | Presentations |  | |

## 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 |
| --- | --- | --- | --- |
| Eric Hall | Program Director of Medical Imaging | e-mail confirmation to curriculum@ric.edu | 4/1/2020 |
| Eric Roberts | Chair of Biology | e-mail confirmation to curriculum@ric.edu | 4/1/2020 |
| Earl Simson | Dean of Arts and Sciences | e-mail confirmation to curriculum@ric.edu | 4/6/2020 |

##### 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 |
| --- | --- | --- | --- |
| Claire Creamer | Chair of Undergraduate Nursing | e-mail confirmation to curriculum@ric.edu | 4/9/2020 |
| Debra Servello | Dean of SON |  | 4/2/2020 |
|  |  |  | Tab to add rows |