# 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.

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| --- | --- | --- |
| A.1. [Course or program](#Proposal) | **BPS 461 Seminar in social services** |  |
| [Replacing](#Ifapplicable)  |  |
| A. 1b. Academic unit | **Professional Studies and Continuing Education**  |  |
| A.2. [Proposal type](#type) | **Course: creation**  |  |
| A.3. [Originator](#Originator) | **Holly Shadoian and Alema Karim** | Department | **Vice Provost of Academic Affairs and Interim Dean of School of Business** |
| A.4. [Context and Rationale](#Rationale) Note: Must include this additional information for all [new programs](#type) | **The Bachelor of Professional Studies (BPS) degree will be the college’s first online degree program. This adult degree completion program will be delivered primarily as a cohort-based model using a split semester plan (two seven-week sessions per semester). The program is limited to adults 25 years and older with a minimum of 24 earned college credits and a minimum of five years of documented comprehensive work experience and/or military training.** **The BPS will be offered through two concentrations designed for a broad reach into the employment needs of the State: organizational leadership and social services.** **A senior seminar in each of the two concentrations will provide a culminating experience for students in this adult degree completion program.** **The Bachelor of Professional Studies (B.P. S.) is a new degree (not a BA or BS) and will be housed in Professional Studies and Continuing Education. It would make sense for the faculty for this to come from the School of Social Work, given their courses are most represented in this concentration (NPST and SWRK).** |
| A.5. [Student impact](#student_impact) | **Culminating course in the BPS program concentration in Social Services.** |
| A.6. [Impact on other programs](#impact)  | **none** |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty):  | **An instructor will be needed who will teach this course online and in a split semester format. The course will not need to be offered until a first cohort reaches their final semester (close to two years out).** |
| [*Library*:](#library) | **none** |
| [*Technology*](#technology) | **none** |
| [*Facilities*](#facilities): | **none** |
| A.8. [Semester effective](#Semester_effective) | **Fall 2021** | 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 preferred. Send catalog copy as a separate single Word file along with this form. |

B. [NEW OR REVISED COURSES](#delete_if)  **Delete section B if the proposal does not include a new or revised course. As in section A. do not highlight but simply delete suggested options not being used. 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.  | NewExamples are provided within some of the boxes for guidance, delete just the examples that do not apply. |
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| B.1. [Course prefix and number](#cours_title)  |  | **BPS 461** |
| B.2. Cross listing number if any |  |  |
| B.3. [Course title](#title)  |  | **Seminar in Social Services** |
| B.4. [Course description](#description)  |  | **Students prepare and present a final project on social services using a cross-disciplinary approach for the theoretical or practical application of a topic or issue of interest.** |
| B.5. [Prerequisite(s)](#prereqs) |  | **Acceptance into the Bachelor of Professional Studies program in the Social Services concentration. Taken in the final semester.** |
| B.6. [Offered](#Offered) |  | **Fall | Spring |**  |
| B.7. [Contact hours](#contacthours)  |  | **4** |
| B.8. [Credit hours](#credits) |  | **4** |
| B.9. [Justify differences if any](#differences) |  |
| B.10. [Grading system](#grading)  |  | **Letter grade**  |
| B.11. [Instructional methods](#instr_methods) |  | **Seminar | Small group**  |
| B.11.a [Delivery Method](#instr_methods) |  | **Distance (with synchronous content)** |
| B.12.[Categories](#required) |  | **Required for major** |
| 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**  |
| B.15. [How will student performance be evaluated?](#performance) |  | **Presentations | Papers |**  |
| B.16 [Recommended class-size](#class_size" \o "Check appendix XVIII in the UCC Manual for Best Practices) |  | **15-20** |
| B.17. [Redundancy statement](#competing) |  |  |
| B. 18. Other changes, if any |  |

| B.19**.** [**Course learning outcomes**](#outcomes)**: List each one in a separate row****Students will demonstrate the ability to synthesize learning gained throughout the program.**  | [**Professional Org.Standard(s)**](#standards)**, if relevant** | [**How will each outcome be measured**](#measured)**?****The outcome will be measured by the content and quality of the student’s** **final project.** |
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| B.20. [**Topical outline**](#outline)**:**  |
| --- |
| 1. Exploration of potential topics for project
	1. Selection of topic with approval of instructor
	2. Draft and review process
2. Presentation
	1. Demonstration of application of learning
	2. Feedback from cohort
	3. Instructor review and feedback
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## D. Signatures

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. THESE 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 |
| --- | --- | --- | --- |
| Jenifer Giroux | Vice-President of Professional Studies and Continuing Education |  | 2/26/2021 |
| Michael Andrade | Director of Nonprofit Studies Certificate Program | \*Approved via email | 3/15/2021 |
| Jayashree Nimmagadda | Interim Dean, School of Social Work | \*Approved via email | 2/18/2021 |
| Wendy Becker | Chair BSW | \*Approved via e-mail | 3/16/2021 |

##### 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 |
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