# 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. Please do not use highlight to select choices within a category but simply delete the options that do not apply to your proposal (e.g. in A.2 if this is a course revision proposal, just delete the creation and deletion options and the various program ones, so it reads “course revision”) Do not ever delete any of the numbered categories—if they do not apply leave them blank. ALL numbered categories in section (A) must be completed. If there are no resources impacted it is okay to put “none” in A. 7**

|  |  |  |
| --- | --- | --- |
| A.1. [Course or program](#Proposal) | **cis 455 database programming** |  |
| [Replacing](#Ifapplicable)  |  |
| A. 1b. Academic unit | **Faculty of Arts and Sciences**  |  |
| A.2. [Proposal type](#type) | **Course: revision**  |  |
| A.3. [Originator](#Originator) | **Lisa Bain** | [Home department](#home_dept) | **CS and Info Systems (CSIS)** |
| A.4. [Context and Rationale](#Rationale) Note: Must include additional information in smart tip for all [new programs](#type) | This proposal adds the existing course CIS 301 Introduction to Computer Programming as a prerequisite to CIS 455 Database Programming to ensure students are adequately prepared for the course.CIS 455 is an upper level course requiring an understanding of computer programming for the SQL and database design portions of the course. The current prereqs are CIS 252 or CIS 352 and 60 credits, neither of which cover computer programming. Most students already take CIS 301 before CIS 455 but recently some have not due to transfer credits. Transfer students with 60+ credits have been able to enroll in CIS 455 without taking CIS 301 and therefore were not adequately prepared for the course.  |
| A.5. [Student impact](#student_impact)Must include to explain why? | Regardless of credits, students will have the needed skills (prereqs) to be adequately prepared for the course.  |
| A.6. [Impact on other programs](#impact)  | This course is an elective in the HCA program so we are letting them and MGT/MKT know of the change as it may affect their Rhode Map. |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty):  | None. CIS 301 is already offered every semester and there is adequate CIS faculty to teach the course.  |
| [*Library*:](#library) | None. |
| [*Technology*](#technology) | None. |
| [*Facilities*](#facilities): | None. |
| A.8. [Semester effective](#Semester_effective) | **Fall 2022** | A.9. [Rationale if sooner than next Fall](#Semester_effective) |  |
| A.10. INSTRUCTIONS FOR CATALOG COPY: Use the Word copy versions of the catalog sections found on the UCC Forms and Information page. Cut and paste into a single file **ALL the relevant pages from the college catalog that need to be changed.** Use the tracked changes feature to show how the catalog will be revised as you type in the revisions. If totally new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all changes is preferred. Send catalog copy as a separate single Word file along with this form. |
| A.11. List here (with the relevant urls), any RIC website pages that will need to be updated (to which your department does not have access) if this proposal is approved, with an explanation as to what needs to be revised: |

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. |
| --- | --- | --- |
| B.1. [Course prefix and number](#cours_title)  | **CIS 455** | **CIS 455** |
| B.2. Cross listing number if any |  |  |
| B.3. [Course title](#title)  |  |  |
| B.4. [Course description](#description)  |  |  |
| B.5. [Prerequisite(s)](#prereqs) | [CIS 252](https://ric.smartcatalogiq.com/2021-2022/Catalog/Courses/CIS-Computer-Information-Systems/200/CIS-252) or CIS 352 and completion of 60 college credits, or consent of department chair.  | [CIS 252](https://ric.smartcatalogiq.com/2021-2022/Catalog/Courses/CIS-Computer-Information-Systems/200/CIS-252) or 352 and CIS 301 or consent of department chair.  |
| B.6. [Offered](#Offered) |  |  |
| B.7. [Contact hours](#contacthours)  |  |  |
| B.8. [Credit hours](#credits) |  |  |
| B.9. [Justify differences if any](#differences) |  |
| B.10. [Grading system](#grading)  |  |  |
| B.11. [Instructional methods](#instr_methods) |  |  |
| B.11.a [Delivery Method](#instr_methods) |  |  |
| B.12. CATEGORIES 12. a. [How](#required) to be used |  |  |
|  12 b. Is this an Honors  course? |  |  |
|  12. c. [General Education](#ge) N.B. Connections must include at  least 50% Standard Classroom instruction. |  |  |
|  12. d. Writing in the  Discipline (WID) |  |  |
| B.13. [How will student performance be evaluated?](#performance) |  |  |
| B.14 [Recommended class-size](#class_size" \o "Check appendix XVIII in the UCC Manual for Best Practices) |  |  |
| B.15. [Redundancy statement](#competing) |  |  |
| B. 16. 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 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 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. 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 |
| --- | --- | --- | --- |
| Lisa Bain | Chair, CSIS Dept | \*approved by email | 10/26/2021 |
| Earl Simson | Dean, Faculty of Arts & Sciences | Earl Simson | 11/4/2021 |

##### 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 |
| --- | --- | --- | --- |
| Connie Milbourne | Chair, Management & Marketing Dept | \*approved by email | 11/4/2021 |
| Marianne Raimondo | Program Director, HCA | \*approved by email | 11/4/2021 |
| Alema Karim | Dean, School of Business |  *Alema Karim* | 11/4/2021 |