# 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. ALL numbered categories in section (A) must be completed. 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 delete any of the numbered categories—if they do not apply leave them blank. If there are no resources impacted please put “none” in each A. 7 category.**

|  |  |  |
| --- | --- | --- |
| A.1. [Course or program](#Proposal) | **COMM 255W, 305, 311W, 320W, 323, 325, 412, 422, 460, 485, AND 491** |  |
| [Replacing](#Ifapplicable)  |  |
| A. 1b. Academic unit | **Faculty of Arts and Sciences**  |  |
| A.2. [Proposal type](#type) | **Course: Revis****e prerequisites for upper-level courses**  |  |
| A.3. [Originator](#Originator) | **Giselle Auger** | [Home department](#home_dept) | **Communication** |
| A.4. [Context and Rationale](#Rationale) Note: Must include additional information in smart tip for all [new programs](#type) | **The above listed upper-level courses all require COMM 251W: Research Methods in Communication as a prerequisite. However, COMM 251W is being re-numbered and re-named to become COMM 300W: Research Methods for Strategic Communication (see separate UCC proposal form for this proposal). Thus, these listed courses need their prerequisites updating to accommodate this.****Note: Program revisions for the Speech, Language and Hearing Science will be forthcoming, eliminating the pre-req of COMM 251 for 255W and therefore eliminating the possibility of a 300 level course being a pre-req for a 200-level course but for clarity we have included this here.** |
| A.5. [Student impact](#student_impact)Must include to explain why this change is being made? | **If students have already taken COMM 251W that will continue to apply as the needed prerequisite for the courses listed above as that will continue to be listed.** |
| A.6. [Impact on other programs](#impact)  |  |
| 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 2023** | 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 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:N/A |
| A. 12 **Check to see if your proposal will impact any of our** [**transfer** **agreements,**](file:///C%3A%5CUsers%5Ccmarco%5CDropbox%5CDept%20Curriculum%5C2022%20Curriculum%20revisions%5Ctransfer%20agreements) **and if it does explain in what way. Please indicate clearly what will need to be updated.**N/A |
| A. 13 Check the section that lists “Possible NECHE considerations” on the UCC Forms and Information page and if any apply, indicate what that might be here and contact Institutional Research for further guidance.N/A |

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. NOTE: course learning outcomes and topical outlines only needed for new or substantially revised courses.**

|  | 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)  | **See below** |  |
| B.2. Cross listing number if any |  |  |
| B.3. [Course title](#title)  | **See below** |  |
| B.4. [Course description](#description)  |  |  |
| B.5. [Prerequisite(s)](#prereqs) | **COMM 255W Introduction to Language: COMM 251 or COMM 251W****COMM 305 Introduction to Communication Disorders: COMM 251 or COMM 251W****COMM 311W Advanced Public Relations: COMM 301****COMM 320W Speech and Language Development: COMM 251 or COMM 251W and COMM 255 or COMM 255W.****COMM 323 Introduction to Audiology: COMM 251 or COMM 251W and either COMM 255 or COMM 255W, or COMM 305.****COMM 325 Anatomy and Physiology: Speech and Hearing: COMM 251 or COMM 251W and either COMM 255 or COMM 255W, or COMM 305****COMM 412 Strategies in Fundraising and Development: COMM 251 or COMM 251W and COMM 351, or permission of department chair.****COMM 422 Language Processes: COMM 251 or COMM 251W (or equivalent) and COMM 255 or COMM 255W.****COMM 460 Seminar in Communication: Completion of at least 75 college credits, including COMM 208, COMM 251 or COMM 251W, and 12 additional credit hours of communication courses.****COMM 485 Public Relations and Advertising Campaigns: COMM 251 or COMM 251W, COMM 301, COMM 334 and COMM 311W or COMM 337.****COMM 491 Special Problems in Communication: Completion of at least 18 credit hours of communication courses, including COMM 251 or COMM 251W, and consent of instructor, department chair and dean.** | ***Note: Courses with separate proposal forms (e.g., COMM 461) list the updated prerequisites on those proposal forms.*****COMM 255W Introduction to Language: COMM 251W or COMM 300W****COMM 305 Introduction to Communication Disorders: COMM 251W or COMM 300W****COMM 311W Advanced Public Relations: COMM 301 or COMM 232****COMM 320W Speech and Language Development: COMM 251W or COMM 300W and COMM 255 or COMM 255W.****COMM 323 Introduction to Audiology: COMM 251W or COMM 300W, either COMM 255 or COMM 255W, or COMM 305.****COMM 325 Anatomy and Physiology: Speech and Hearing: COMM 251W or COMM 300W, and either COMM 255 or COMM 255W, or COMM 305****COMM 412 Strategies in Fundraising and Development: COMM 251W or COMM 300W and COMM 351, or consent of department chair.****COMM 422 Language Processes: COMM 251W or COMM 300W (or equivalent) and COMM 255 or COMM 255W.****COMM 460 Seminar in Communication: Completion of at least 75 college credits, including COMM 208, COMM 251W or COMM 300W, and 12 additional credit hours of communication courses.****COMM 485 Public Relations and Advertising Campaigns: COMM 251W or COMM 300W, COMM 231, COMM 334 and COMM 311W or COMM 337.****COMM 491 Special Problems in Communication: Completion of at least 18 credit hours of communication courses, including COMM 251W or COMM 300W, and consent of instructor, department chair and dean.** |
| 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? |  | **No** |
|  12. c. [General Education](#ge) N.B. Connections must include at  least 50% Standard Classroom instruction. |  | **No** |
|  12. d. Writing in the  Discipline (WID) |  | **Yes (COMM 255W and COMM 320W)** |
| 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 to the current Chair of UCC. Check UCC website for due dates. Do NOT convert to a .pdf.

##### 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 |
| --- | --- | --- | --- |
| Giselle Auger | Chair of Communication | Giselle A. Auger | 2/24/2023 |
| Earl Simson | Dean of Faculty of Arts and Sciences | Earl Simson | 3/6/2023 |

##### 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