

COURSE MODIFICATION PROPOSAL

College: **[Humanities]**

Department: **[NA]**

1. Current Catalog Entry Information:

Subject Abbreviation and Number: **[HUMA 697]**

Course Title: **[Directed Comprehensive Studies]**

Units: **[1]** units

General Education Section **[]** (if applicable)

2. Date of Proposed Implementation: (Semester/Year): **[Fall] / [2017]** *Comments*

We are requesting an expedited implementation to correct a course numbering issue, and grading basis mistake so that the issue may be resolved for the incoming Fall 2017 cohort.

3. Course Level:

☐ Undergraduate Only

☒ Graduate Only

☐ Graduate/Undergraduate

4. Nature of Request:

☐ Delete Course (*Note: Record of course will remain in inactive course file*)

☐ Change unit value from **[]** units to **[]** units

☐ Change course type (classification) such as lecture-discussion, laboratory, activity, etc.:

From: **[]** units @ **[]** to **[]** units @ **[]**

From: **[]** units @ **[]** to **[]** units @ **[]**

☒ Change course title to: **[Comprehensive Exam]**

☒ Change course abbreviation "Short title" (Maximum of 17 characters and spaces) to

NEW Short Title: **[C•O•M•P•E•X•A•M••••••••]**

☒ Change current catalog course description (*Attach current and proposed catalog course description*).

Current Catalog Description:

Prerequisite: Graduate standing. Comprehensives are completed during or following the semester in which students complete all of the requirements for the degree. Here, students will work toward the completion of the comprehensive experience, which will be developed with the teaching faculty. (Credit/No Credit only)

NEW Catalog Description:

HUMA 697. Comprehensive Exam (1)

Prerequisite: Graduate standing. Credit/No Credit only.

Students will work toward the completion of the comprehensive examination with guidance from faculty. Comprehensive Exams are completed during the semester in which students complete all the requirements for the degree

Notes: If grading is NC/CR only, please state in course description. If a course numbered less than 500 is available for graduate credit, please state “Available for graduate credit in the catalog description.”

☐ Change subject abbreviation number to: *(Example: HSCI 100 to PT 105)* []

☐ Change requisites *(Prerequisites, Corequisites, Preparatory, Recommended Corequisites)*

From: []

To: []

☐ Change Current Basis of Grading

From: ☐ Credit/No Credit Only

☐ Letter Grade Only

☐ CR/NC or Letter Grade

To: ☐ Credit/No Credit Only

☐ Letter Grade Only

☐ CR/NC or Letter Grade

☐ Add course to GE Section []

☐ Remove course from GE Section []

☐ Change course from GE section [] to GE section []

☐ Change course to a Community Service Learning course (CS)

☐ Allow multiple enrollments within a semester.

☒ Change number of times this course may be taken:

May be taken for credit for a total of **[1]** times, or for a maximum of **[1]** units

☐ Multiple enrollments are allowed within a semester

☐ Crosslist this course with []

☐ Other: []

5. Justification and Clarification of Request *(Attach)*

HUMA 697 will be offered as a one unit course within which students take their final comprehensive exams for the M.A. in Humanities Program.

Originally, it was designed to prep students for this exam and for writing in the program and offered in 3 separate 1 unit courses. As the number 697 is reserved for Comprehensive Exams, this course modification accompanies the new course proposal to change the first two units of this course to HUMA 696 A & B. This leaves HUMA 697 as the final unit in which the exam is administered.

This course modification also corrects an error in the basis of grading form that was originally submitted for the course. It was always meant to be offered on a Cr/NCr basis only.

6. Estimated Impact on Resources within the Department, for other Departments and the University.*(Attach)*

None. The course is already being offered as stated. This course modification corrects errors in how it was numbered and graded.

(See Resource List)

7. Impact on other Departments' programs *(Attach)*

None.

8. Indicate which of the Program's Measurable Student Learning Outcomes are addressed in this course. *(Attach)*

NA

(see Course Alignment Matrix and the Course Objectives Chart)

9. If this is a General Education course, indicate how the General Education Measurable Student Learning Outcomes (from the appropriate section) are addressed in this course. *(Attach)*

10. Methods of Assessment for Measurable Student Learning Outcomes *(Attach)*

A. Assessment tools

B. Describe the procedure dept/program will use to ensure the faculty teaching the course will be involved in the assessment process (refer to the university's policy on assessment.)

11. Record of Consultation: *(Normally all consultation should be with a department chair or program coordinator.) If more space is needed attach statement and supporting memoranda.*

Date:	Dept/College:	Department Chair/Program Coordinator	Concur (Y/N)
[]	[]	[]	[]
[]	[]	[]	[]
[]	[]	[]	[]
[]	[]	[]	[]
[]	[]	[]	[]
[]	[]	[]	[]

Consultation with the Oviatt Library is **recommended** for course modifications to ensure the availability of appropriate resources to support proposed course curriculum.

Collection Development Coordinator

Please send an email to: collection.development@csun.edu

Date

[4/28/2017]

12. Approvals:

Department Chair/Program Coordinator:	Sheena Malhotra	Date:	[4/27/2017]
College (Dean or Associate Dean):		Date:	[]
Educational Policies Committee:		Date:	[]
Graduate Studies Committee:		Date:	[]
Provost:		Date:	[]