

# 2012-2013 SHORT SIGNATURE SHEET



Date: 4/3/13

Subject: Proposed Freshman Engineering Seminar Course for College of Engineering  
Freshman Learning Community (FLC) residents

Originating Department: Lee College of Engineering Office of Student Development and Success (OSDS)

TYPE OF PROPOSAL: UNDERGRADUATE  GRADUATE \_\_\_\_\_ UNDERGRADUATE & GRADUATE \_\_\_\_\_  
(Separate proposals sent to UCCC and Grad. Council)

DATE RECEIVED	DATE FORWARDED	COMMENTS: APPROVED, APPROVED WITH REVISIONS, ETC.	SIGNATURES
			<u>PERSON ORIGINATING PROPOSAL</u> <i>Patricia Tolley</i> 4/5/13 Patricia Tolley, Associate Dean of UG Experiences
		Approved	<u>DEPARTMENT CHAIR</u> <i>Ronald E. Smelser</i> 2013 April 8 Ron Smelser, Associate Dean of Academic Affairs
		Approved	<u>COLLEGE CURRICULUM COMMITTEE CHAIR</u> <i>Wesley Williams</i> Wesley Williams, College of Engineering Chair
	5/2/13	Approved	<u>COLLEGE DEAN</u> <i>Robert Johnson</i> Robert Johnson, Dean
		Approved	<u>GENERAL EDUCATION</u> (if applicable; for General Education courses only)  Not Applicable
		Approved	<u>UNDERGRADUATE COURSE &amp; CURRICULUM COMMITTEE CHAIR</u> (for undergraduate courses only)  Rick Lejk, University Undergraduate Chair
		Approved	<u>GRADUATE COUNCIL CHAIR</u> (for graduate courses only)  Not Applicable
			<u>FACULTY GOVERNANCE ASSISTANT</u> (received and processed in Academic Affairs)



UNC CHARLOTTE

**SHORT FORM  
COURSE AND CURRICULUM PROPOSAL**

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\*To: Dr. Rick Lejk, Chair, Undergraduate Course and Curriculum Committee

From: Patricia Tolley, Associate Dean for UG Experiences, Lee College of Engineering

Date: 4/3/13

Re: Proposed Engineering Freshman Learning Community Seminar Course

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The Short Form is used for minor curriculum changes. Minor changes may include:

- Changes to course numbering (note: must follow Course Numbering Policy)
- Editorial changes to current catalog copy
- Individual new courses (undergraduate only)
- Other small changes that have limited to no impact on other departments or units

Submission of this Short Form indicates review and assessment of the proposed curriculum changes at the department and collegiate level either separately or as part of ongoing assessment efforts.

\*Proposals for undergraduate courses should be sent to the Undergraduate Course and Curriculum Committee Chair. Proposals related to both undergraduate and graduate courses, (e.g., courses co-listed at both levels) must be sent to both the Undergraduate Course and Curriculum Committee and the Graduate Council.

**SUMMARY:** State clearly and concisely the proposed changes. Please give a brief statement as to why the change is being proposed.

Ex. "The Biology Department proposes to add a prerequisite to the existing course, BIOL 2222."

Ex. "The College of Information Technology proposes a change in the course description for ITCS 6132."

The College of Engineering proposes to add a 0 credit, pass/no credit required freshman engineering seminar course, ENGR 0600, for residents of the Freshman Learning Community (FLC). The course is repeatable in both the fall and spring semesters as residents live in the FLC during their freshman year. The FLC hosts a variety of academic and professional development experiences. Registration in the seminar course ensures students have a common day and time reserved in their schedule to participate in these activities. The course is not required for completion of the degree.

**FOR CONSULTATION WITH OTHER DEPARTMENTS:**

1. Does the proposed change affect other departments (including additions and/or changes to degree requirements or prerequisites offered in other departments)?  
\_\_\_\_\_ Yes     No

2. If Yes, please list the other departments affected by the proposed change:

Not Applicable

3. Have you consulted with each department listed in item 2 regarding the proposed change?

Not Applicable

Result(s) of Consultation(s) (please attach documentation):

Not Applicable

For a new course or for major modification of an existing course, include Consultation on Library Holdings.

Not Applicable

**RESOURCES:**

1. For a new course or revisions to an existing course, check all the statements that apply:
- N/A This course will be cross listed with another course.
  - N/A There are prerequisites for this course.
  - N/A There are co-requisites for this course.
  - N/A This course is repeatable for credit.
  - N/A This course will affect the number of credits hours for its program.
  - N/A This proposal results in the deletion of an existing course(s) from the degree program and/or catalog.
  - N/A This proposal will alter an agreement with a North Carolina community college.

For all items checked above, applicable statements and content must be reflected in the proposed catalog copy.

2. Indicate the additional resources required, if any, to implement and maintain the proposed change.

No additional resources are required to implement the seminar course.

**CREDIT HOUR (Mandatory if new and/or revised course in proposal):**

Review statement and check box once completed.

- The appropriate faculty committee has reviewed the course outline/syllabus and has determined that the assignments are sufficient to meet the University definition of a credit hour.

The proposed freshman engineering seminar course is 0 credits, pass/no credit.

**PROPOSED CATALOG COPY:** For existing courses copy and paste the current catalog copy and use the Microsoft Word “track changes” feature (or use red text with “strikethrough” formatting for text to be deleted, and adding blue text with “underline” formatting for text to be added). For new courses, draft comprehensive catalog copy.

ENGR 0600. Engineering Freshman Learning Community Seminar. (0) is required for all residents of the Freshman Learning Community (FLC). The FLC has three goals: build community with students, faculty, and engineering professionals; learn about the engineering disciplines; and learn how to be a successful engineering student. The seminar offers workshops, site visits, and other activities. May be repeated. *Graded on a Pass/No Credit basis.*

**ACADEMIC PLAN OF STUDY (UNDERGRADUATE ONLY):** If the proposed change will impact an existing Academic Plan of Study, provide updated Academic Plan of Study in template format.

ENGR 0600, Engineering Freshman Learning Community Seminar Course, is not required for completion of the degree.

**STUDENT LEARNING OUTCOMES:** If applicable, please indicate what SLOs are supported by this course or whether this curricular change requires a change in SLOs or assessment for the degree program.

No student learning outcomes are required or supported by the proposed course.

**TEXTBOOK COSTS:** It is the policy of the Board of Governors to reduce textbook costs for students whenever possible. Have electronic textbooks, textbook rentals, or the buyback program been considered and adopted?

No textbook is required.

**IMPORTANT NOTE:** A Microsoft Word version of the final course and curriculum proposal should be sent to [facultygovernance@uncc.edu](mailto:facultygovernance@uncc.edu) upon approval by the Undergraduate Course and Curriculum Committee and/or Graduate Council chair.