



MEMORANDUM

TO: Faculty Senate

FROM: Susan Ross

DATE: 11/2/2021

SUBJECT: Curriculum Proposal # 21-22-04

I recommend the approval of the attached Curriculum Proposal 21-22-04. The proposal seeks to provide students an option of taking CRIM 2226 or FORS 2225 as a minor requirement.

cc: Dianna Phillips
Lori Schoonmaker
Stephanie Gabor
Laura Ransom
Steve Roof

CURRICULUM PROPOSAL (Submit one electronic copy to the Executive Director of Academic Programs by the second Tuesday of the month.)

Proposal Number:	#21-22-04
School/Department/Program:	Science and Technology/Natural Sciences/Forensic Science
Preparer/Contact Person:	Kristy Henson
Title of Degree Program	Assistant Professor of Forensic Science
Telephone Extension:	X4877
Date Originally Submitted:	Oct. 2021
Revision (Indicate date and label it Revision #1, #2, etc.):	
Implementation Date Requested:	Fall 2022

I. **PROPOSAL ABSTRACT.** Write a brief abstract, not exceeding 100 words, which describes the proposed changes.

The Forensic Investigative Science minor is only a few years old and we are trying to work out the 'kinks.' Students have said they wish to take more forensic science courses while earning their minor and we want to give them this option.

II. **DESCRIPTION OF THE PROPOSAL.** Provide a response for each letter, A-G, and for each Roman Numeral II-V. If any section does not apply to your proposal, reply N/A.

A. Deletion of course(s) or credit(s) from program(s) Total hours deleted: ____0____

B. Addition of course(s) or credit(s) from program(s) Total hours added: ____0____

C. Provision for interchangeable use of course(s) with program(s)
We wish to count CRIM 2226 Crime Scene Investigation (3) OR FORS 2225 Trace Evidence and Microscopy (3) towards our minor.

D. **Course Description Revision:** Include, as an appendix, a revised course description, written in complete sentences, suitable for use in the university catalog.

E. **Course Changes:** Identify changes to existing courses such as changes to title, course number, learning outcomes, and elective or required status.

F. **Create a New Course(s)** information (if applicable): For each new course complete the following:

1. **Course Catalog Information:**

a. Course prefix (subject area) and number:	
b. Course title:	
c. Course term(s) (e.g., Fall, Summer only):	
d. Credit hours/Variable credit:	
e. Repeatability (number of repeat credit hours):	
f. Prerequisite/Corequisites/Restrictions/Cross-listings: If none, simply indicate with N/A (Not Applicable):	
g. Co-requisite (include subject prefix and course number):	
h. Cross-listings (e.g., PSYC 2230 and SOCY 2230):	
i. Grade Type: Indicate whether students will be assigned a standard A-F final grade or Credit/No Credit (CR/NCF) grade:	
j. Required Course or Elective Course:	
k. Course Fees (Indicate amount):	

2. **New Course Supplemental/Supporting Documentation:**

- a. **Course Catalog Description:** Include, as an appendix, a course catalog description written in complete sentences that will be published in the university catalog. The word length for a catalog description should be less than 80 words. Do not include any prerequisites, corequisites or any other restrictions in the description.
 - b. **Course Learning Outcomes (CLO's):** These should be stated in terms of what new knowledge and/or skills students should be able to demonstrate upon successful completion of the course. Present course learning outcomes as a bulleted list predicated with "Upon successful completion of this course, students should be able to..."
 - c. **Course Outline:** Attach a course outline consisting of at least two levels.
 - d. **Assessments:** Describe generally how student's achievement of the course learning outcomes will be assessed
3. **Shared Course:** If this is a shared course, attach a memo from the Deans of the affected Schools explaining the rationale for course being shared.

- G. Attach an itemized summary of the present program(s) affected, if any, and of the proposed change(s).

Describe how this proposal affects the hours needed to complete this program. Specifically, what is the net gain or loss in hours? Use the format for Current and Proposed Programs in Appendix A.

III. RATIONALE FOR THE PROPOSAL

- A. **Quantitative Assessment:** Indicate the types of assessment data, i.e., surveys, interviews, capstone courses, projects, licensure exams, nationally-normed tests, locally developed measurements, accreditation reports, etc., that were collected and analyzed to determine that curricular changes were warranted. Quantitative data is preferred.

Our minor is still growing we lack quantitative analysis at this time. Only 1 student has graduated with our minor.



- B. **Qualitative Assessment:** Based upon the assessment data above, indicate why a curricular change is justified. Indicate the expected results of the change. Be sure to include an estimate of the increased cost, or reduction in cost of implementation. FOR EXAMPLE: Will new faculty, facilities, equipment, or library materials be required?

Students minoring in forensic investigative science have stated they would like to take more forensic science courses in the minor. CRIM 2226 is already required for the minor but we feel FORS 2225 would be ideal for students wanting to take more forensic science courses as both are similar in nature. CRIM 2226 focuses on the crime scene while FORS 2225 focuses on the crime scene and lab analysis techniques.

IV. APPROVAL

Should this proposal affect any course or program in another school, a memo must be sent to the Dean of each school impacted and a copy of the memo(s) must be included with this proposal. In addition, the Deans of the affected schools must sign below to indicate their notification of this proposal.

By signing here, you are indicating your college's/school's notification of this proposal.

College/School	Dean	Signature
COLA	Chris Kast	
SciTEch	Steven Roof	

- V. Should this proposal affect any course to be added or deleted from the general studies requirements, a memo from the chair of the General Studies Committee indicating approval of the change must be included with this proposal.

- VI. ADDITIONAL COMMENTS.

