REQUEST FOR A COURSE CHANGE
University of Central Oklahoma

Course Subject (Prefix), Number, and Title:

Existing:  
Course Subject Number Course Title (maximum of 30 spaces)

FMCD 3313 Guidance of the Young Child

Proposed:  

Proposed Title: (full course title if longer than 30 characters)

Proposed change(s) to this course: Mark all that apply.

- Credit Hour  
- Level  
- Title  
- Description  
- Prerequisite  
- X Enrollment Restriction

19.01 CIP Code If changing, what is the new code?

For more information regarding CIP codes contact your department chair or visit:
http://www.uco.edu/academic-affairs/ir/program_inventory.asp.

Course description:

As it appears in the current catalog. (required)

Upon completion of the course, the student will gain an understanding of a developmentally appropriate, diverse, and inclusive environment and developmentally appropriate guidance techniques. The student will use developmentally appropriate guidance techniques with children ages 3, 4, and 5 years through observing teachers and through playing with children during scheduled lab hours. (Submitted for '20-21)

As it will appear in the next catalog or indicate no change. (Please use standard American English including full sentences.) Course descriptions only. Do not include prerequisites or enrollment restrictions, these should be added under questions 9-15.

Proposed: n/a

Human environmental Sciences
Department submitting the proposal

Kaye Sears  
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Person to contact with questions  
email address  
Ext. number

Approved by:

Kaye Sears  
Department Chairperson  
10/2/2020

College Curriculum Committee Chair  
Date  
(Date please notify department chair when proposal is forwarded to dean.)

College Dean  
Date  
(please notify department chair when proposal is forwarded to AA.)

Academic Affairs Curriculum or Graduate Council  
Date

Office of Academic Affairs  
Date  
Effective term for this course change  
(Assigned by the Office of Academic Affairs)

Academic Affairs Form  
August, 2015

(functional review)

(undergraduate proposals only)
1. Does this course have an undergraduate / graduate counterpart?  
   Yes  x  No

2. Is this proposal part of a larger submission package including a program change?  
   Yes  x  No

3. Does this course affect a teacher preparation program? (All courses required for any teacher preparation  
   program must have approval from the Council on Teacher Education (CTE) before approval from AACC or Graduate Council.)  
   Yes  x  No  If yes, send copy of proposal to the Education Curriculum Committee Chair, Dr. Darla Fent  
   CTE Approval (Stamp or initial)

4. Is this course currently listed in the University Core?  
   Yes  x  No  If you wish this course be listed in the University Core, submit University Core course  
   proposal.

5. Is this course a prerequisite for any other course(s)?  
   Yes  x  No  If this change affects the prerequisite, complete course change proposal to delete or change  
   prerequisite.

6. Is this course a requirement in any major or minor?  
   Yes  x  No  If this change impacts the requirement of any major or minor, complete program change  
   proposal.

7. Does this course affect majors or minors outside the department?  
   Yes  x  No  If yes, provide name(s) of department chair(s) contacted, the dates, and the results of the  
   discussion.
   Contacted Dr. Barb Carter (prog. coor. for Early Childhood Ed) via email (6/23/2020) and she has  
   no concerns with the changes in enrollment restrictions (email response 6/23/2020).

8. List all majors or minors which include this changed course as a requirement or elective.  
   (list major or minor by title not major code)
   Early Childhood Education; Human Devel/Fam Sci (formerly Family Life Ed) – Child  
   Devel. and Human Devel/Fam Sci (formerly Family Life Ed) - Marriage and Family are  
   current identified majors. This proposal is adding the following graduate majors:  
   Family/Child Studies – Family Science (formerly FCS-Family Life Educator); Family/Child  
   Studies – Marriage and Family Therapy; Family/Child Studies – Infant/Child Specialist.

9. Prerequisite courses:
   Will the prerequisite courses change?  
   Yes  x  No  If yes, fill out below, if no leave blank.
   NOTE: Adding a "new course" as a prerequisite to an existing course will likely cause enrollment problems.
   As listed at the end of the course description in the current catalog. (Required)
   Existing:
   Proposed:
   Example 1: MATH 1213 and (MATH 2165 or MATH 2185) and CHEM 1213  
   Example 2: (ACCT 2113 and 2213) and (MGMT 3013 or 3613)
   Example 3: 8 hours of biology including BIO 1404

10. Co-requisite(s): Prerequisite courses that may be taken in the same semester.
    Will the co-requisite(s) change?  
    Yes  x  No  If yes, fill out below, if no leave blank.
    As listed at the end of the course description in the current catalog. (Required)
    Existing:
    Proposed:

11. Concurrent enrollment: Courses that must be taken the same semester. Example: lab courses.
    Will the concurrent enrollment change?  
    Yes  x  No  If yes, fill out below, if no leave blank.
    As listed at the end of the course description in the current catalog. (Required)
12. Does this course currently have enrollment restrictions?
   x Yes  No
   If adding or changing enrollment restrictions answer questions 13-15. If not changing or add enrollment restrictions leave questions 13-15 blank.

13. Specify which major(s) may or may not take this course.
   Will the major(s) restriction change?  x Yes  No
   Specifying a major, excludes all other majors from enrolling.
   Existing (as appears in current catalog)
   Check one: May  x  May not
   Major Code: 3042 | 3040 | 3000

   Proposed (if changing)
   Check one: May  x  May not
   Major Code: 3040 | 3042 | 3000 | 3653 | 3654 | 3655

14. Which of the following student classification(s) may enroll in this course?
   Will the classification restriction change?  x Yes  No
   Existing (as appears in current catalog)
   Check all that apply:
   Graduate
   (2) 19 + hours  x
   (1) 0-18 hours
   Post
   Baccalaureate
   Senior  x
   Junior  x
   Sophomore
   Freshman

   Proposed (if changing)
   Check all that apply:
   Graduate
   (2) 19 + hours  x
   (1) 0-18 hours
   Post Baccalaureate
   Senior  x
   Junior  x
   Sophomore
   Freshman

15. Specify other restrictions for this course, if any.
   Will other restrictions change?  x Yes  No
   Existing (as appears in current catalog)
   Admission to Graduate Programs
   Admission to Nursing Program
   Admission to Teacher Education
   Other:

   Proposed (if changing)
   Admission to Graduate Programs
   Admission to Nursing Program
   Admission to Teacher Education
   Other:

16. Course objectives for this course: (Please refer to instructional objectives documents at:
http://www.uco.edu/academic-affairs/faculty-staff/aacc.asp?FAQ/Helpful%20Hints.)
   If previously approved objectives will be used without any changes, check here  x
   Existing:  n/a
   As they appear in the course syllabus.
   Proposed:  n/a
   As they will appear in the updated syllabus.

17. Please provide a concise, yet comprehensive, statement that explains the specific reasons for requesting the change(s). Include any documentation or assessment information available supporting this specific request.
   #8 Additional major codes are added to reflect graduate majors that are allowed to enroll.
   #13 Major Codes are being changed to include graduate majors who are required to take this
course. #14 Classification restriction is being changed to reflect the need to complete the course prior to or during conditional admission to the graduate program.

18. Clearly explain how the characteristics of this course meet or exceed those outlined in Course Level Characteristics. Complete this question only if requesting a course level change. (Copy and paste table from "Course Level Characteristics" document for the appropriate course level of proposed course. Document may be found on: http://www.uco.edu/academic-affairs/files/aacc/forms/CLC%20table4_07.pdf.)

NA