REQUEST FOR A COURSE CHANGE
University of Central Oklahoma

Course Subject (Prefix), Number, and Title:

| Existing:  | POL 5543 State Administration |
| Proposed:  | POL 5593 State Gov Admin & Policy |

Proposed Title: (full course title if longer than 30 characters)
State Government Administration and Policy

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

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

X Other: Course Number Change

44.0401 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)
State Administration & Policy is the study of the administrative institutions, policy making processes, and political environment of state government, emphasizing both theory and practice.

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.

State Government Administration and Policy is the study of administrative institutions, policymaking processes, and political environments of state government, emphasizing both theory and practice.

Political Science

Department submitting the proposal

Dr. Alyssa L. Provencio aprovenicio@uco.edu Ext. 5537

Person to contact with questions email address Ext. number

Approved by:

Rozilyn Miller Digitally signed by Rozilyn Miller
Date: 2020.09.18 16:25:34 -05'00'

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

Academic Affairs Curriculum or Graduate Council Date

Effective term for this course change

Functional Review CS
(undergraduate proposals only)
1. Does this course have an undergraduate / graduate counterpart?

**POL 4693 State Government Administration & Policy**

- X Yes
- No

2. Is this proposal part of a larger submission package including a program change?

- X Yes
- 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 AACCC 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?

If you wish this course be listed in the University Core, submit University Core course proposal.

- Yes
- X No

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.

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)

**Program – Public Administration**

**Majors – Urban Management AND Public & Nonprofit Management**

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

Example 4: 8 hours of biology including BIO 3423

Example 5: 8 hours of biology including BIO 1403

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)

Existing:

Proposed:

Functional Review: CS

(undergraduate proposals only)
12. Does this course currently have enrollment restrictions?
   _ Yes  X 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? _ Yes  _ No  
   If yes, fill out below, if no leave blank.
   Specifying a major, excludes all other majors from enrolling.
   Existing (as appears in current catalog)
   Check one: May _ May not _
   Major Code: ______

   Proposed (if changing)
   Check one: May _ May not _
   Major Code: ______

14. Which of the following student classification(s) may enroll in this course?
   Will the classification restriction change? _ X Yes  _ No  
   If yes, fill out below, if no leave blank.
   Existing (as appears in current catalog)
   Check all that apply:
   Graduate (2) 19 + hours _____
   Graduate (1) 0-18 hours _____
   Post Baccalaureate ______
   Senior _____
   Junior _____
   Sophomore _____
   Freshman _____

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

15. Specify other restrictions for this course, if any.
   Will other restrictions change? _ Yes  _ No  
   If yes, fill out below, if no leave blank.
   __________

16. Course objectives for this course:
   (Please refer to instructional objectives documents at: http://www.uco.edu/academic-affairs/faculty-staff/aacc.asp#FAQ/Ihelpful%20Hints)
   If previously approved objectives will be used without any changes, check here X
   Existing: __________
   Proposed: __________________________________________

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.
   • From the perspective of the literature in public administration, the existing title of the course is ambiguous and misleading.
   • The course description is being changed to include the title of the course at the Academic Affairs Form August, 2015
   Functional Review CS (undergraduate proposals only)
Course Number Change: Currently, State Administration is listed as POL 4693 and POL 5543. Since this is a counterpart UG/GR course, a change to POL 4593/5593 is being requested to bring the course numbers into alignment. The course numbers are available per Ally Hardaway.

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