

CURRICULUM COMMITTEE REPORT

The Curriculum Committee met on October 13, 2015 and recommends the following courses to the Graduate Board for approval at its October 29, 2015 meeting.

New Courses:

BIO 580	Cell Biology
BIO 583	Cell Biology (lab)

Modifications:

CMJ 693	Reading for Graduate Comprehensive Exams
SFR 521	Research Methods



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SEP 15 2015
GRADUATE SCHOOL

**NEW COURSE PROPOSAL/MODIFICATION/ELIMINATION FORM
FOR GRADUATE COURSES**

GRADUATE PROGRAM/UNIT Communication / Communication and Journalism Department

COURSE DESIGNATOR CMJ COURSE NUMBER 693 EFFECTIVE SEMESTER Fall 2015

COURSE TITLE CMJ 693 - Reading for Graduate Comprehensive Exams

REQUESTED ACTION:

NOTE: A complete syllabus is required for all new courses and for the addition of an electronic learning component¹ to an existing course.

NEW COURSE (check all that apply and complete Section 1):

- ☐ New Course
☐ New Course with Electronic Learning¹
☐ Experimental

MODIFICATION (Check all that apply and complete Section 2):

- ☐ Designator Change ☐ Prerequisite Change ☐ Other (specify) _____
☐ Number Change ☐ Credit Change
☒ Title Change ☐ Cross Listing (must be at least 400-level)²
☒ Description Change ☐ Addition of Electronic Learning Component¹

ELIMINATION:

- ☐ Course Elimination

ENDORSEMENTS (Print name) Date Sign Initials

Leader, Initiating Department/Unit(s)

Nathan Storman

8/18/15

NS

College(s) Curriculum Committee Chair(s) [if applicable]

Laura Artesani

9/15/15

LA

College Dean(s)

Timothy M. Coker

9/15/15

TRC

Graduate School

1. If a course involves significant electronic access for the primary delivery of its content (more than 50%), the course proposal should specify faculty training/experience in use of technology and how the electronic delivery will be managed. Please consult with the Office of Distance Education for more information.
2. Courses cross-listed below 400-level require the permission of the Graduate School.

SECTION 1 (FOR NEW COURSE PROPOSALS):

Proposed Catalog Description (include designator, number, title, prerequisites, credit hours):

Components (type of course/used by Student Records for MaineStreet) – *Multiple selections are possible for courses with multiple non-graded components:*

- | | | | | |
|--|--|--|--|---------------------------------|
| <input type="checkbox"/> Applied Music | <input type="checkbox"/> Clinical | <input type="checkbox"/> Field Experience/Internship | <input type="checkbox"/> Research | <input type="checkbox"/> Studio |
| <input type="checkbox"/> Laboratory | <input type="checkbox"/> Lecture/Seminar | <input type="checkbox"/> Recitation | <input type="checkbox"/> Independent Study | <input type="checkbox"/> Thesis |

Text(s) planned for use:

Course Instructor (include name, position, teaching load):

Reason for new course:

Does the course addition require additional department or institutional facilities, support and/or resources, e.g. new lab facilities, computer support and services, staffing (including graduate teaching assistants), or library subscriptions and resources?

- ☐ No. The department will not request additional resources for this course.
- ☐ Yes. Please list additional resources required and note how they will be funded or supported.

What other departments/programs are affected (e.g. course overlap, prerequisites)? Have affected departments/programs been consulted? Any concerns expressed? Please explain.

How often will this course be offered? Will offering this course result in overload salary payments, either through the college or CED, either to the instructor of this course or to anyone else as a result of rearranging teaching assignments?

SECTION 2 (FOR COURSE MODIFICATIONS):

Current catalog description (include designator, number, title, prerequisites, credit hours):

CMJ 693 - Reading for Master's Comprehensive
Reading for Master's Comprehensive
Prerequisites & Notes: permission.
Credits: 1

Proposed catalog description (include designator, number, title, prerequisites, credit hours):

CMJ 693 - Reading for Graduate Comprehensive Exams
Reading for Graduate Comprehensive Exams
Prerequisites & Notes: permission.
Credits: 1

Reason for course modification:

The recent addition of the I.Ph.D. in Communication and Mass Communication broadens the need for this course among our graduate students to Ph.D. students within the department who have completed their required program of study coursework for their degree, are in the process of preparing for their comprehensive exam, must maintain continuous enrollment as a graduate student, and are a semester away from beginning their dissertation research hours.

SECTION 3 FOR COURSE ELIMINATIONS:

Reason for Elimination



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NEW COURSE PROPOSAL/MODIFICATION/ELIMINATION FORM
FOR GRADUATE COURSES

GRADUATE PROGRAM/UNIT

SBE

COURSE DESIGNATOR

BIO

COURSE NUMBER

580

EFFECTIVE SEMESTER

Spg 2016

COURSE TITLE

Cell Biology

REQUESTED ACTION:

NOTE: A complete syllabus is required for all new courses and for the addition of an electronic learning component¹ to an existing course.

NEW COURSE (check all that apply and complete Section 1):

☒ New Course

☐ New Course with Electronic Learning¹

☐ Experimental

MODIFICATION (Check all that apply and complete Section 2):

☐ Designator Change

☐ Prerequisite Change

☐ Other (specify) _____

☐ Number Change

☐ Credit Change

☐ Title Change

☒ Cross Listing (must be at least 400-level)²

☐ Description Change

☐ Addition of Electronic Learning Component¹

ELIMINATION:

☐ Course Elimination

ENDORSEMENTS (Print name)

Date

Sign Initials

Leader, Initiating Department/Unit(s)

Andrei Alyokhin

8/21/15

AA

College(s) Curriculum Committee Chair(s) [if applicable]

Kim R. Reid

9/29/15

KRR

College Dean(s)

Kim R. Reid

9/29/15

KRR

Graduate School

1. If a course involves significant electronic access for the primary delivery of its content (more than 50%), the course proposal should specify faculty training/experience in use of technology and how the electronic delivery will be managed. Please consult with the Office of Distance Education for more information.
2. Courses cross-listed below 400-level require the permission of the Graduate School.

SECTION 1 (FOR NEW COURSE PROPOSALS):

Proposed Catalog Description (include designator, number, title, prerequisites, credit hours):

BIO 580 - Cell Biology (Graduate level)

Examines the fundamental cellular, sub-cellular and molecular characteristics of cells with emphasis on structure and function of organelle systems common to eukaryotic cells. Note: Because of overlap, BIO 480 and BIO 580 cannot both be taken for degree credit. Lec 3.

Prerequisites: BIO 200 or BIO 208 or SMS 201, and either CHY 252 or BMB 322; or consent of instructor.

Course Typically Offered: Spring

Credits: 3

Components (type of course/used by Student Records for MaineStreet) – *Multiple selections are possible for courses with multiple non-graded components:*

- | | | | | |
|--|---|--|--|---------------------------------|
| <input type="checkbox"/> Applied Music | <input type="checkbox"/> Clinical | <input type="checkbox"/> Field Experience/Internship | <input type="checkbox"/> Research | <input type="checkbox"/> Studio |
| <input type="checkbox"/> Laboratory | <input checked="" type="checkbox"/> Lecture/Seminar | <input type="checkbox"/> Recitation | <input type="checkbox"/> Independent Study | <input type="checkbox"/> Thesis |

Text(s) planned for use:

Essential Cell Biology (Alberts)

Course Instructor (include name, position, teaching load):

Kristy Townsend, Asst. Prof. Neurobiology, 50% teaching

Reason for new course:

This new course represents a graduate level version of an already existing course: BIO480/483 (Cell Biology Lecture and Lab), and will be designated BIO580/583. This course will fulfill cell biology educational needs for graduate students at UMaine and specifically provide career-relevant skills and knowledge related to current cell biology research and techniques. There is not a graduate course offering like this at UMaine at this time, and this will fill an unmet need for the many graduate students requiring a course like this. To distinguish itself from the undergraduate portion of the course, graduate students in lecture are expected to complete an extra written assignment and to work at a higher level; graduate students in the lab are expected to carry out a mechanistic version of the independent research project and to also work at a higher level.

Does the course addition require additional department or institutional facilities, support and/or resources, e.g. new lab facilities, computer support and services, staffing (including graduate teaching assistants), or library subscriptions and resources?

- ☒ No. The department will not request additional resources for this course.
- ☐ Yes. Please list additional resources required and note how they will be funded or supported.

What other departments/programs are affected (e.g. course overlap, prerequisites)? Have affected departments/programs been consulted? Any concerns expressed? Please explain.

There is no overlap with other existing grad courses.

How often will this course be offered? Will offering this course result in overload salary payments, either through the college or CED, either to the instructor of this course or to anyone else as a result of rearranging teaching assignments?

Every spring, concurrent with BIO480/483

SECTION 2 (FOR COURSE MODIFICATIONS):

Current catalog description (include designator, number, title, prerequisites, credit hours):

Proposed catalog description (include designator, number, title, prerequisites, credit hours):

Reason for course modification:

SECTION 3 FOR COURSE ELIMINATIONS:

Reason for Elimination

Please return the completed form with appropriate signatures and documentation to the Graduate School.
5775 Stodder Hall, Room 42
Orono, Maine 04469-5775

Course Proposal Guidelines available at <http://umaine.edu/graduate/system/files/files/CourseGuidelines.pdf>

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GRADUATE SCHOOL

**NEW COURSE PROPOSAL/MODIFICATION/ELIMINATION FORM
FOR GRADUATE COURSES**

GRADUATE PROGRAM/UNIT

SBE

COURSE DESIGNATOR

BIO

COURSE NUMBER

583

EFFECTIVE SEMESTER

Spg 2016

COURSE TITLE

Cell Biology (Lab)**REQUESTED ACTION:**

NOTE: A complete syllabus is required for all new courses and for the addition of an electronic learning component¹ to an existing course.

NEW COURSE (check all that apply and complete Section 1):☒ New Course☐ New Course with Electronic Learning¹☐ Experimental**MODIFICATION** (Check all that apply and complete Section 2):☐ Designator Change☐ Prerequisite Change☐ Other (specify) _____☐ Number Change☐ Credit Change☐ Title Change☒ Cross Listing (must be at least 400-level)²☐ Description Change☐ Addition of Electronic Learning Component¹**ELIMINATION:**☐ Course Elimination**ENDORSEMENTS (Print name)****Date****Sign Initials**

Leader, Initiating Department/Unit(s)

Andrei Alyokhin8/21/15AA

College(s) Curriculum Committee Chair(s) [if applicable]

College Dean(s)

Paul R. Reid9/29/15PRR

Graduate School

1. If a course involves significant electronic access for the primary delivery of its content (more than 50%), the course proposal should specify faculty training/experience in use of technology and how the electronic delivery will be managed. Please consult with the Office of Distance Education for more information.
2. Courses cross-listed below 400-level require the permission of the Graduate School.

SECTION 1 (FOR NEW COURSE PROPOSALS):

Proposed Catalog Description (include designator, number, title, prerequisites, credit hours):

BIO 583 - Cell Biology Laboratory (Graduate Level)

A laboratory course consisting of exercises employing techniques commonly utilized in cell biological research, with an emphasis on skills essential for a career involving cell biology lab work including mammalian cell culture and cellular energetics. Note: Because of overlap, BIO 483 and BIO 583 cannot both be taken for degree credit. Lab 2.

Prerequisites: BIO 580 or concurrently; or consent of instructor.

Course Typically Offered: Spring

Credits: 1

Components (type of course/used by Student Records for MaineStreet) – *Multiple selections are possible for courses with multiple non-graded components:*

- | | | | | |
|--|--|--|--|---------------------------------|
| <input type="checkbox"/> Applied Music | <input type="checkbox"/> Clinical | <input type="checkbox"/> Field Experience/Internship | <input type="checkbox"/> Research | <input type="checkbox"/> Studio |
| <input checked="" type="checkbox"/> Laboratory | <input type="checkbox"/> Lecture/Seminar | <input type="checkbox"/> Recitation | <input type="checkbox"/> Independent Study | <input type="checkbox"/> Thesis |

Text(s) planned for use:

Instructor will create a lab manual.

Course Instructor (include name, position, teaching load):

Kristy Townsend, Asst. Prof. Neurobiology, 50% teaching (Lab will be co-taught with existing SBE Teaching Assistant assigned for this lab course)

Reason for new course:

This new course represents a graduate level version of an already existing course: BIO480/483 (Cell Biology Lecture and Lab), and will be designated BIO580/583. This course will fulfill cell biology educational needs for graduate students at UMaine and specifically provide career-relevant skills and knowledge related to current cell biology research and techniques. There is not a graduate course offering like this at UMaine at this time, and this will fill an unmet need for the many graduate students requiring a course like this. To distinguish itself from the undergraduate portion of the course, graduate students in lecture are expected to complete an extra written assignment and to work at a higher level; graduate students in the lab are expected to carry out a mechanistic version of the independent research project and to also work at a higher level.

Does the course addition require additional department or institutional facilities, support and/or resources, e.g. new lab facilities, computer support and services, staffing (including graduate teaching assistants), or library subscriptions and resources?

- ☒ No. The department will not request additional resources for this course.
- ☐ Yes. Please list additional resources required and note how they will be funded or supported.

What other departments/programs are affected (e.g. course overlap, prerequisites)? Have affected departments/programs been consulted? Any concerns expressed? Please explain.

There is no overlap with existing grad courses or labs.

How often will this course be offered? Will offering this course result in overload salary payments, either through the college or CED, either to the instructor of this course or to anyone else as a result of rearranging teaching assignments?

Every spring, concurrent with BIO480/483



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NEW COURSE PROPOSAL/MODIFICATION/ELIMINATION FORM
FOR GRADUATE COURSES

GRADUATE PROGRAM/UNIT School of Forest Resources
COURSE DESIGNATOR SFR COURSE NUMBER 521 EFFECTIVE SEMESTER Fall 2015
COURSE TITLE Research Methods

REQUESTED ACTION:

NOTE: A complete syllabus is required for all new courses and for the addition of an electronic learning component¹ to an existing course.

NEW COURSE (check all that apply and complete Section 1):

- ☐ New Course
☐ New Course with Electronic Learning¹
☐ Experimental

MODIFICATION (Check all that apply and complete Section 2):

- ☐ Designator Change ☐ Prerequisite Change ☒ Other (specify) Changed to meet RCR req.
☐ Number Change ☐ Credit Change
☐ Title Change ☐ Cross Listing (must be at least 400-level)²
☒ Description Change ☐ Addition of Electronic Learning Component¹

ELIMINATION:

- ☐ Course Elimination

ENDORSEMENTS (Print name)	Date	Sign Initials
Leader, Initiating Department/Unit(s) <u>STEPHEN SHALER, Director SFR</u>	<u>4/SEPT. 2015</u>	<u>SS</u>
College(s) Curriculum Committee Chair(s) [if applicable] <u>SFR Graduate Coordinator M Day</u>	<u>4 Sept 2015</u>	<u>Michael E. Day^e</u>
College Dean(s) <u>Edward N. Ashworth</u>	<u>9/11/15</u>	<u>ENA</u>
Graduate School		

1. If a course involves significant electronic access for the primary delivery of its content (more than 50%), the course proposal should specify faculty training/experience in use of technology and how the electronic delivery will be managed. Please consult with the Office of Distance Education for more information.
2. Courses cross-listed below 400-level require the permission of the Graduate School.

SECTION 2 (FOR COURSE MODIFICATIONS):

Current catalog description (include designator, number, title, prerequisites, credit hours):

SFR 521 – Research Methods

Credits: 3

Taught: Annually in fall semester

Course Description:

Provides graduate students with the fundamental research skills needed to successfully complete their graduate thesis research and introduce them to professional careers in research. Student learns how to plan, write, and critique scientific research proposals. Instruction focuses on direct, hands-on learning by writing a proposal that can serve as a graduate thesis research proposal. Students learn to pose relevant, interesting, and tractable researchable questions; design testable hypotheses; develop research goals and objectives; and apply critical thinking skills to design appropriate research methods.

Proposed catalog description (include designator, number, title, prerequisites, credit hours):

SFR 521 – Research Methods

Credits: 3

Taught: Annually in fall semester

Course Description:

Provides graduate students with the fundamental research skills needed to successfully prepare for their thesis research, as well as professional careers in scientific research. Students learn how to plan, write, and critique scientific research proposals. Instruction focuses on direct, hands-on learning by writing a proposal that can serve as a student's graduate thesis research proposal. Students learn to pose relevant, interesting, and researchable questions; design testable hypotheses; develop research goals and objectives; and apply critical thinking skills to design appropriate research methods. Key elements of research planning including funding, project management, responsible conduct in research, and journal publication are covered. Graduate students taking this course will meet the University of Maine's requirement for Responsible Conduct in Research training.

Reason for course modification:

New changes in this course are designed to allow graduate students successfully completing this course to also meet the University of Maine's requirement for Responsible Conduct in Research training. A new syllabus approved by Wendy Eckert and David Nievandt is attached.

SECTION 3 FOR COURSE ELIMINATIONS:

Reason for Elimination

Please return the completed form with appropriate signatures and documentation to the Graduate School,
5775 Stodder Hall, Room 42
Orono, Maine 04469-5775

Course Proposal Guidelines available at <http://umaine.edu/graduate/system/files/files/CourseGuidelines.pdf>