

Print Options

Which proposal details would you like to include in the printed proposal?

Summary Fields Only

Crosslisting (Name of the crosslistings)

Steps

Signatures

Files (Name of the file and author)

Decision Summary for the Current Step

Comments (only the comments you can view)

Tracking (printing in color will help the readability)

Select Options

Print Proposal




Close Options

Political Science, Global Politics Concentration, BA or BS

2019-2020 Undergraduate Program Change Form

What can I do next?





View the Proposal

- View changes to the proposal by selecting "Show current with markup" on the User Tracking dropdown.
- View current comments concerning this proposal.
- View the history of the proposal by clicking the  icon.
- View the signatures the proposal has collected by clicking the  icon.
- View the files associated with the proposal by clicking the  icon.

General Catalog Information

Next

◦ **** Read before you begin****

1. TURN ON help text before starting this proposal by clicking  in the top right corner of the heading.
2. IMPORT curriculum data from the Catalog by clicking  in the top left corner.
3. FILL IN all fields required marked with an * after importing data. You will not be able to launch the proposal without completing required fields.
4. DO NOT type any changes before launching the proposal. If changes will occur in a required field, launch the proposal with existing attributes.
5. LAUNCH proposal by clicking  in the top left corner. DO NOT make proposed changes before launching proposal. **Changes will only be tracked after proposal is launched.**
6. GO TO discussion  in the right panel, and change "Show current" to "Show current with markup" to track changes.

- For a new degree program, in addition to EPC program and course forms you must complete all procedures and forms found in the “SCHEV Proposal Guidelines.”

- Catalog Year of Implementation *

2018-2019

Catalog Year of Implementation *

- If retroactive, specify catalog year:
If retroactive, specify catalog year:
2018-19
2018-19

- Hierarchy Owner*

Department of History, Political Science, and Philosophy

Hierarchy Owner*

- Type of Program*

- ☐ Type of Program Major . radio button unselected
- ☐ Type of Program Minor radio button unselected
- ☐ Type of Program Endorsement radio button unselected
- ☐ Type of Program Certificate . radio button unselected
- ☐ Type of Program Concentration radio button selected

- Is this an Interdisciplinary Program?*

- ☐ Is this an Interdisciplinary Program? Yes radio button unselected
- ☐ Is this an Interdisciplinary Program? No radio button selected

- Does this program lead to teaching licensure, or will it affect an existing program's licensure?*

☐ Does this program lead to teaching licensure, or will it affect an existing program's licensure?
Yes radio button unselected

☐ Does this program lead to teaching licensure, or will it affect an existing program's licensure?
No radio button selected

- PROPOSED PROGRAM CHANGE INFORMATION

- Title*

Title*

Political Science, Global Politics Concentration, BA or BS

Political Science, Global Politics Concentration, BA or BS

- Below, the Total Credits are for the entire program. If this program change is for a major, please list Total Credits as the credits for the entire degree, not just for the major.

- Total Credits*

Total Credits*

120

120

- Are Total credits changing*
 - ☐ Are Total credits changing Yes radio button unselected
 - ☐ Are Total credits changing No radio button selected
- If total credits are changing, provide a justification
- Enter a justification for the change in credit hours.
Enter a justification for the change in credit hours.
- Delete program from Catalog*
 - ☐ Delete program from Catalog Yes radio button unselected
 - ☐ Delete program from Catalog No radio button selected
- Submit program to storage*
 - ☐ Submit program to storage Yes radio button unselected
 - ☐ Submit program to storage No radio button selected
- RATIONALE FOR PROGRAM CHANGES
- Enter the rationale for program changes*
Enter the rationale for program changes*
 - Adding a BS option to the Global Politics Concentration brings our program into compliance with SCHEV rules. SCHEV requires all concentrations within a major to have the same degree options. Our pre-law concentration and no-concentration students can pursue a BS or BA, but Global Politics has only offered the BA throughout its history. Our proposed change fixes this problem by adding the BS to this concentration.
 - We added a language requirement at the 212 level or higher to the BS degree to ensure our graduates acquired language skills necessary to work in the field of international politics, which demands this type of knowledge.
 - Since it is now stipulated that BS and BA Global Politics students reach the same level of language competency – 212 or higher– we moved this requirement into the “Core Political Sciences Courses” section, removing it from the “Additional Degree Requirements, BA” section. Without this step, students may have been confused due to its placement in one section for the BA and another for the BS.
- PROPOSED REVISION IN CATALOG DESCRIPTION OF PROGRAM
- **Help:** Enter an outline of the curriculum Text box will expand to fit content.
Program Catalog Description*
Program Catalog Description*

The major in political science requires completion of [HIST 222](#), [POSC 100](#) and [POSC 216](#), at least one credit of an internship or directed research), and 34 credits in additional work in political science. Qualified majors may avail themselves of Congressional District Office Internships around the state, internships with the Washington Center and Institute for Experiential Learning in Washington, D.C., law offices, businesses, and a wide variety of state and local government offices.

The optional [pre-law concentration](#) requires completion of [HIST 222](#), [POSC 100](#) and [POSC 216](#), at least one credit of an internship or directed research (which counts for General Education Goal 14), and 40 credits in additional courses, including 31 credits in political science, 3 in psychology, 3 in philosophy, and 3 in economics or accounting.

The optional global politics concentration requires 24 credits of core political science courses, 15 credits of courses focusing on regional area studies, and 9 credits of courses focusing on transitional communities and related issues.


Political science majors may earn either the Bachelor of Science or Bachelor of Arts degree.

No grade below "C-" will be accepted for courses applied to the major.



- **Follow these steps to propose changes to the program curriculum:**

Step 1 Add all courses to be used in program.

If you are removing courses, proceed to Step 2.

Start in  "View Curriculum Courses." There are two options to add courses for proposed changes: "Add Course" and "Import Course." For courses already in the catalog, click on "Import Course" and find the courses needed. For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.


Step 2 Set up program requirements.

Click on  "View Curriculum Schema." and select the core header of the program where you would like to add/remove courses to expand the section. Click on "Add Courses" to bring up the list of courses available from Step 1. Select the courses you wish to add. For removing courses click on the  and proceed.

Step 3 Review full program structure.

Click on  to view the full program.

Step 4 Track changes made

Go to discussion  in the right panel and select "Show current with markup". Click the core header of the program to expand the section and track changes.

- Program Curriculum*

Program Curriculum*

- Course(s) to be added:*
- Course(s) to be added:*

Required: For the BS option, students must complete one modern language course at the 212 level or higher.

- **Help:** Indicate courses to be substituted for removed courses
- Course(s) to be removed:*
- Course(s) to be removed:*
- .

- Course(s) to be changed:*
- Course(s) to be changed:*

- Other Changes
Other Changes

1. We are adding a BS option to the Global Politics concentration.
2. For the BA, we moved the additional language requirement from the “Additional Degree Requirements, BA” section to the “Core Political Science Courses” section.

- RESOURCE ASSESSMENT


- Estimate additional staff requirements for the program change. *
- Estimate additional staff requirements for the program change. *

None


- Estimate the amount and cost of any extra equipment, library resources, computer hardware or software, or other resources that would be required to carry out the program change.*
- Estimate the amount and cost of any extra equipment, library resources, computer hardware or software, or other resources that would be required to carry out the program change.*

None

- AFFECTED DEPARTMENTS OR PROGRAMS

- Run an Impact Report by clicking  in the top left corner and answer below according to the results.

If the proposed program changes could have an impact on other departments or programs, the appropriate affected chairs or program directors should be notified of the proposed changes. Where teaching licensure may be affected, the licensure officer should also be notified.

To notify the appropriate department chairs, request a custom route, navigate to the Proposal Toolbox and select Custom Route under the Decisions icon (). Once you make your decision the system will allow you to set up the requested ad-hoc step for each section: participants, rules, decisions, and deadlines/reminders.

A System Administrator will need to review and approve your request before it takes place.

- List other departments / programs that might be affected. *
- List other departments / programs that might be affected. *

Department of English and Modern Languages.

- List individuals contacted and date contacted.*
List individuals contacted and date contacted.*

Dr. David Magill, chair of the Department of English and Modern Languages, contacted on August 21, 2018.

- ATTACHMENT LIST

- **Please attach any required files by navigating to the Proposal Toolbox and clicking  in the top right corner.**

- Attach

☐ Attach Fee Recommendation Worksheet checkbox unselected

- **All curriculum proposals/changes are processed in the date order received. In order to be included in the next academic year's catalog, all paperwork must be submitted no later than:**
 - February 1 to the College Curriculum Committee
 - March 1 to the Educational Policy Committee (EPC)

Changes that affect spring advising for fall classes must have received approval from EPC and Senate before the registrar opens up the fall schedule for registration in March. Such proposals should reach the chair of EPC by the end of the fall semester. Submission within the deadlines does not guarantee processing in time for the next academic year's catalog.

For the Curriculum Development Handbook and all forms, see

<http://blogs.longwood.edu/curriculum/>.

- REGISTRAR ONLY

- Program OID
Program OID
862
862

- Program Type

Major

Program Type

- Degree Type

Bachelor of Arts

Degree Type

- Status

☒ Status Active-Visible radio button selected

☐ Status Inactive-Hidden radio button unselected

Steps for Political Science, Global Politics Concentration, BA or BS

• Originator

Status:Approved

Participants



Don Blaheta 10/2/2018 12:40 AM

Activity

Required for Approval:

100% required

Date Completed:

10/2/2018 12:40 AM

Changes:

Yes

Comments:

Yes

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- Originator

Conditions

Mandatory:

Yes

Rules

Can Edit:

Yes

Can Comment:

Yes

Signature required:

No

Agenda available:

No

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

hold, cancel, custom route, suspend

If rejected, return to:

Previous Step

Deadlines

Deadline:

No

Reminders:


None

-

• Department Curriculum Committee

Status:Approved

Participants

- [Open](#)
History, Political Science and Philosophy Department Curriculum Committee
-  Will Holliday * 10/2/2018 11:22 AM
- Mary Carver
- Eric Moore
- Yulia Uryadova

Activity

Required for Approval:

100% required

Date Completed:

10/2/2018 11:22 AM

Changes:

No

Comments:

No

Agenda:


Yes

* Agenda Administrator

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- Department Curriculum Committee Member 

Conditions

Mandatory:

Yes

Rules

Can Edit:

No

Can Comment:

Yes

Signature required:

No

Agenda available:

Yes

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

hold, cancel, custom route, suspend

If rejected, return to:

Previous Step

Deadlines

Deadline:

No

Reminders:

None

•

- **Department Curriculum Committee Chair**

Status:Approved

Participants



Will Holliday 10/2/2018 11:22 AM

Activity

Required for Approval:

100% required

Date Completed:

10/2/2018 11:22 AM

Changes:

No

Comments:

No

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- Department Curriculum Committee Chair

Conditions

Mandatory:

Yes

Rules

Can Edit:

Yes

Can Comment:

Yes

Signature required:

No

Agenda available:

No

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%
Additional requests:
hold, cancel, custom route, suspend
If rejected, return to:
Previous Step

Deadlines

Deadline:
No
Reminders:
None

-
- **Department Chair**

Status:Approved

Participants

- David Coles
-  Susan Hines (System Administrator) 10/3/2018 7:54 AM

Activity

Required for Approval:
100% required
Date Completed:
10/3/2018 7:54 AM
Changes:
No
Comments:
No

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- Department Chair

Conditions

Mandatory:
Yes

Rules

Can Edit:

Yes

Can Comment:

Yes

Signature required:

No

Agenda available:

No

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

hold, cancel, custom route, suspend

If rejected, return to:

Previous Step

Deadlines

Deadline:

No

Reminders:

None

-

• College Dean

Status:Approved

Participants

- Sarai Blincoe

- 

Susan Hines (System Administrator) 10/3/2018 7:54 AM

Activity

Required for Approval:

100% required

Date Completed:

10/3/2018 7:54 AM

Changes:

No

Comments:

No

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- College Dean

Conditions

Mandatory:
Yes

Rules

Can Edit:
No
Can Comment:
Yes
Signature required:
No
Agenda available:
No
Comments viewable by:
Every user involved in the proposal at any time

Decisions

Required for approval:
100%
Additional requests:
hold, cancel, custom route, suspend
If rejected, return to:
Previous Step


Deadlines

Deadline:
No
Reminders:
None

-
- **College Curriculum Committee**

Status:Approved

Participants

- [Open](#)
Cook-Cole College of Arts and Sciences Curriculum Committee
- Don Blaheta *
- Sarai Blincoe
- Roger Byrne
- Cindy Crews
- Douglas Dalton
- Catherine Franssen
- Mary Lehman
- Jacqueline Secoy
- Shawn Smith
- Ryan Stouffer
- Benjamin Topham
- [Open](#)
Additional Participants
- 
Susan Hines (System Administrator) 10/3/2018 7:54 AM

Activity

Required for Approval:

100% required

Date Completed:

10/3/2018 7:54 AM

Changes:

No

Comments:

No

Agenda:

Yes

* Agenda Administrator

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- College Curriculum Committee Member 

Conditions

Mandatory:

Yes

Rules

Can Edit:

No

Can Comment:

Yes

Signature required:

No

Agenda available:

Yes

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

hold, cancel, custom route, suspend

If rejected, return to:

Previous Step

Deadlines

Deadline:

No

Reminders:

None

-

• College Curriculum Committee Chair

Status:Approved

Participants

- Don Blaheta

- 

Susan Hines (System Administrator) 10/3/2018 7:55 AM

Activity

Required for Approval:

100% required

Date Completed:

10/3/2018 7:55 AM

Changes:

No

Comments:

No

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- College Curriculum Committee Chair

Conditions

Mandatory:

Yes

Rules

Can Edit:

Yes

Can Comment:

Yes

Signature required:

No

Agenda available:

No

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

hold, cancel, custom route, suspend

If rejected, return to:

Previous Step

Deadlines

Deadline:

No

Reminders:














None

-
- **Educational Policy Committee (EPC)**

Status:Approved

Participants

- [Open](#)
Educational Policy Committee
- [EPC Oct. 9 2018](#)

- 
Bill Abrams * 10/12/2018 1:01 PM
- 
Don Blaheta
- Kathy Charleston
- Jim Haug
- 
Chene Heady
- 
Susan Hines
- 
Laura Jimenez 10/9/2018 3:51 PM
- 
Sara Miller
- 
Kate Morgan
- 
Charles Repp
- 
David Shoenthal
- 
Shawn Smith
- Gena Southall
- 
Bruce Speas
- 
Sarah Tanner-Anderson
- 
Benjamin Topham
- Charles White

Activity

Required for Approval:

100% required

Date Completed:

10/12/2018 1:01 PM

Changes:

No

Comments:

Yes

Agenda:

Yes

* Agenda Administrator

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- Educational Policy Committee Member 

Conditions

Mandatory:
Yes

Rules

Can Edit:
No
Can Comment:
Yes
Signature required:
No
Agenda available:
Yes
Comments viewable by:
Every user involved in the proposal at any time

Decisions

Required for approval:
100%
Additional requests:
hold, cancel, custom route, suspend
If rejected, return to:
Previous Step


Deadlines

Deadline:
No
Reminders:
None

-
- Educational Policy Committee (EPC) Chair

Status:Approved

Participants

- 
Bill Abrams 10/16/2018 10:51 AM

Activity

Required for Approval:

100% required

Date Completed:

10/16/2018 10:51 AM

Changes:

Yes

Comments:

No

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- Educational Policy Committee Chair

Conditions

Mandatory:

Yes

Rules

Can Edit:

Yes

Can Comment:

Yes

Signature required:

No

Agenda available:

No

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

hold, cancel, custom route, suspend

If rejected, return to:

Previous Step

Deadlines

Deadline:

No
Reminders:
None

-

- **Faculty Senate**

Status:Working

Participants

- Richard Franssen

Activity

Required for Approval:
100% required

Time Spent:
6 days

Changes:
No

Comments:
No

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- Faculty Senate President

Conditions

Mandatory:
Yes

Rules

Can Edit:
No

Can Comment:
No

Signature required:
No

Agenda available:
No

Comments viewable by:
Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

hold, cancel, custom route, suspend

If rejected, return to:

Previous Step

Deadlines

Deadline:

No

Reminders:

None

-

- **Vice President of Academic Affairs (VPAA)**

Status:Incomplete

Participants

- Larissa Fergeson

Step Details

Required for Approval:

100% required

Work:

none

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

- Vice President of Academic Affairs

Conditions

Mandatory:

Yes

Rules

Can Edit:

No

Can Comment:

No

Signature required:

No

Agenda available:

No

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

none

If rejected, return to:

Previous Step

Deadlines

Deadline:

No

Reminders:

None

-

- **Registrar**

Status:Incomplete

Participants

-

Susan Hines

Step Details

Required for Approval:

100% required

Work:

edit, comment

What is this step set up to do?

Your System Administrator created this proposal's workflow steps with certain settings. These settings will determine what you can do on each step.

Participants

Registrar

Conditions

Mandatory:

Yes

Rules

Can Edit:

Yes

Can Comment:

Yes

Signature required:

No

Agenda available:

No

Comments viewable by:

Every user involved in the proposal at any time

Decisions

Required for approval:

100%

Additional requests:

none

If rejected, return to:

Previous Step

Deadlines

Deadline:

No

Reminders:

None

Attachments for Political Science, Global Politics Concentration, BA or BS

- POSC-Global Politics BA BS.docx (uploaded by Don Blaheta, 10/2/2018 12:13 am)
- POSC-Global Politics Concentration Draft Catalog Copy.docx (uploaded by Don Blaheta, 10/2/2018 12:13 am)

Comments for Political Science, Global Politics Concentration, BA or BS

•

Signatures for Political Science, Global Politics Concentration, BA or BS

- There are no signatures required on this proposal.

Crosslistings for Political Science, Global Politics Concentration, BA or BS

- Political Science, Global Politics Concentration, BA or BS (parent proposal)
- This proposal does not have any active crosslisted proposals.

Decision Summary for Political Science, Global Politics Concentration, BA or BS

- **Faculty Senate**

Status: Working

Step Summary

This step requires 100% approval from all participants to move forward.

Participants

- Richard Franssen

Totals

Users Approved:

0

Users Rejected:

0