## KINS - 461 - Kinesiology Seminar

2019-2020 Undergraduate non-Civitae Course Change Form

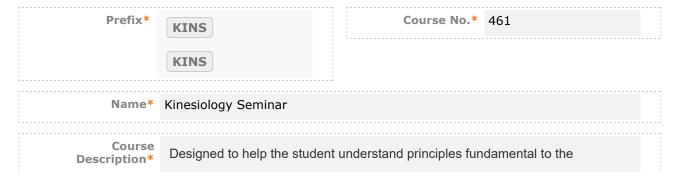
**General Catalog Information** 

# \*\* 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  $\overline{\ }$  in the right panel, and change "Show current" to "Show current with markup" to track changes.



#### PROPOSED COURSE CHANGE INFORMATION



	scientific hypotheses currently being investigated, this seminar course will consist of three separate sections of varying topics.
Lecture Hours	
Lab Hours	
Total Credits*	3 credits.
Are Total credits changing?*	○ Yes • No
If total credits are cl	hanging, provide a justification and attach a current syllabus.
Justification for change in Credit Hours	
Course May be Repeated when Topics Change?*	○ Yes • No
If yes, list total number of times course may be taken	

Prerequisite(s):*	KINS 392
Corequisite(s):	None.
Please select if Writing Intensive course	□ WR.
Please select if Speaking Intensive course	□ SP.
If selecting a speak policy.	ing intensive designation, attach a copy of the department speaking intensive
Crosslisted With:	

Delete course from Catalog*	O Yes	● No	
Submit course to storage*	O Yes	● No	

Attach a proposed syllabus in the format specified by the FPPM. Course description on syllabus must match the catalog .

### **REQUIRED FOR MAJOR, MINOR, CONCENTRATION**

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

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.

Do other majors, minors, and concentrations require the course?*	
List all majors, minors and concentrations that require the course.	

#### RATIONALE FOR PROPOSED CHANGES

Enter the rationale for the changes to the course \*

With the Kinesiology program removing the admission criteria, this change in prerequisite assures that students in the course will have the knowledge necessary to succeed. By changing the prerequisite to completion of KINS 392 (Internship), students will have completed a number of courses that will be beneficial to their success in this class.

# **RESOURCE ASSESSMENT** How frequently do Once every other year you anticipate offering this course? \* Describe anticipated change in staffing for the course: Estimate and itemize the cost of new equipment, library resources, and/or technology

Will a new or changed course fee be assessed?

If yes, the Fee Recommendation Worksheet must accompany this form. See the Budget Office forms page at <a href="http://solomon.longwood.edu/offices--departments/budget-office/forms--documents/">http://solomon.longwood.edu/offices--departments/budget-office/forms--documents/</a>.

#### **ATTACHMENT LIST**

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

Attach*	$oxed{\hspace{-0.1cm} \hspace{-0.1cm} }$ Proposed syllabus in the format specified by the FPPM
Attach	A copy of the current syllabus
Attach	Fee Recommendation Worksheet
Attach	Department Speaking Intensive Policy

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 <a href="http://blogs.longwood.edu/curriculum/">http://blogs.longwood.edu/curriculum/</a>.

#### **REGISTRAR ONLY**

Course OID	8113
Course Type	Kinesiology
Status	Active-Visible    Inactive-Hidden