FACULTY CURRICULUM COMMITTEE
SIGNATURE PAGE

- In section A, list ALL of the forms covered by this signature page. If you submit a form that is not listed in A, your proposal will be held back until we receive a new, updated signature page.
- You must obtain the signature of your department chair and dean before submitting your proposal.

A. FORMS COVERED BY THIS SIGNATURE PAGE. List each form you are submitting—for instance, PSYC 383, Course Form; PSYC, Change of Major Form; PSYC, Change of Minor Form.

List 104 Course Form

B. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:
   Phyllis M. Olsen
   Date: 9 January 2015

2. Signature of Academic Dean:
   Date: 1/9/15

3. Signature of Provost:
   Date: 1/10/15

4. Signature of Business Affairs (only for course fees):
   Date: ______________
   □ fee approved on __________
   □ BOT approval pending

5. Signature of Curriculum Committee Chair:
   Bonnie C. Springer
   Date: 1/20/15

6. Signature of Budget Committee Chair (only for new programs):
   Date: ______________

7. Signature of Academic Planning Committee Chair (only for new programs):
   Date: ______________

8. Signature of Faculty Senate Secretary:
   Date: ______________

Date Approved by Faculty Senate: ______________
To: Curriculum Committee  
College of Charleston

From: Dr. Phyllis Jestice  
Chair, Department of History

Date: 19. November 2014

RE: Eliminating a prerequisite for HIST 104

It just came to my attention that HIST 104 has a prerequisite (HIST 103); the History Department would like to eliminate this prerequisite on the second half of the world civilizations general education sequence for two reasons:

1. We now only offer a single section of each course each year, HIST 103 in the fall and HIST 104 (they are intended solely for secondary education majors who need traditional world civ. instead of our HIST 115/116 sequence), so scheduling difficulties can impose an undue hardship on students if they are forced to take HIST 103 and 104 in order.

2. There’s no good pedagogical reason for having HIST 103 as a prerequisite for HIST 104. Most universities in the country allow students to take the two parts of world civ. non-sequentially.
FACULTY CURRICULUM COMMITTEE
COURSE FORM

Instructions:
• Please fill out one of these forms for each course you are adding, changing, deactivating, or reactivating.
• Fill out the parts of the form specified in part B. You must do this before your request can move forward!
• Remember that your changes will not be implemented until the next catalog year at the earliest.
• If you have questions, start by checking the instructions on the website. Please feel free to contact the committee chairs with any remaining questions you might have.

A. CONTACT/COURSE INFORMATION.

Name: Phyllis Jestice   Phone: 3-5938   Email: jesticcpg@cofc.edu

Department or Program: History   School: HSS

Subject Acronym and Course Number: HIST 104

Catalog Year in which changes will take effect: FALL __2015___________

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ Add a New Course (complete parts C, D, F, G, H, I, J)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J)
  ☐ Course Number (you must submit a course deactivation request for the old course number)
  ☐ Course Name
  ☐ Course Description
  ☐ Credit/Contact Hours
  ☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☐ Deactivate an Existing Course (complete parts C, D, E, G, I, J)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

Currently HIST 103 is listed as a prerequisite for HIST 104 and we would like to have that prerequisite deleted. We now only offer one section of HIST 103 each fall and one section of HIST 104 each spring, for secondary education majors who need a traditional world civ. course. Requiring students to take the courses sequentially is an undue and completely unnecessary hardship for the students who need the two classes.

D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on your own programs and courses as well other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

E. no impact whatsoever

This form was last updated on 12/13/13 and replaces all others.

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EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

Department: HISTORY School: HSS Subject Acronym: HIST Course Number: 104

Credit hours: _3_ lecture _ lab _ seminar _ independent study
Contact hours: _ lecture _ lab _ seminar _ independent study

Course title: World History since 1500

Course description (maximum 50 words, exactly as it appears in the catalog):
An introduction to civilizations and cultures in the Middle East, Africa, Asia, Europe, and the Americas and the interactions among them, dealing with themes such as political, economic, social, and intellectual systems, religion, science and technology, and increasing global interactions.

Restrictions (pre-requisites, co-requisites, majors only, etc.): NONE, please

Cross-listing, if any:

Is this course repeatable? □ yes ☒ no If yes, how many total credit hours may the student earn? ___

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department: School: Subject Acronym: Course Number:

Credit hours: _ lecture _ lab _ seminar _ independent study
Contact hours: _ lecture _ lab _ seminar _ independent study

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.):

If this is a newly-created course, is it intended to be the equivalent of an existing course? □ yes □ no
If so, which course? ______________

If equivalent, will the newly-created course replace the existing course? □ yes □ no
Note: If yes, you must deactivate that course by submitting an additional Course Form.

Cross-listing, if any (submit approval from relevant department): ______________
Note: Cross-listed courses are equivalent.

Is this course repeatable? □ yes □ no If yes, how many total credit hours may the student earn? ___

Is there an activity, lab, or other fee associated with this course? □ yes □ no What is the fee? $_____

This form was last updated on 12/13/13 and replaces all others.
Note: The Senate cannot approve new fees; Business Affairs will submit any such request to the Board of Trustees. The course can still be created, but the fee will not be attached until the Board has approved it.

G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Assessment Method and Performance Expected</th>
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<tbody>
<tr>
<td>What will students know and be able to do when they complete the course?</td>
<td>How will each outcome be measured? Who will be assessed, when, and how often? How well should students be able to do on the assessment?</td>
</tr>
<tr>
<td>1.</td>
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<td>3.</td>
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<td>4.</td>
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</tbody>
</table>

How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

I. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? ☐ yes ☐ no

If yes, please attach a Change Minor and/or Change Major/Program Form as appropriate.
J. CHECKLIST.

☐ I have completed all relevant parts of the form.

☑ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ (For new courses only) I have attached a syllabus.

☐ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

☐ (For courses intended to fulfill a Gen Ed requirement) I have submitted the proposal to the Gen Ed committee.

☐ I have submitted one Signature Form that lists all of the different forms I am submitting.