Courses must be submitted by October 15, 2010, and finalized by the end of the fall semester
to make the next catalog (2011-12) production

DATE (CHANGE DATE EACH TIME REVISED): 9.30.10   REV 11.17.10; REV 12.15.10

PROGRAM AREA(S) : BUS

Directions: All of sections of this form must be completed for course modifications. Use YELLOWED areas to enter data. All documents are stand alone sources of course information.

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1. Course Information.

[Follow accepted catalog format.] (Add additional prefixes i f cross-listed)

OLD	**NEW**
Prefix FIN Course# 492 Title SERVICE LEARNING/ INTERNSHIP Units (3)	Prefix FIN Course# 492 Title SERVICE LEARNING/ INTERNSHIP Units (3)
___ hours lecture per week	___ hours lecture per week
6 hours ACTIVITY per week	6 hours ACTIVITY per week
___ Prerequisites: ___	___ Prerequisites: ___
X Consent of Instructor Required for Enrollment	X Consent of Instructor Required for Enrollment
___ Corequisites: ___	___ Corequisites: ___
Catalog Description (Do not use any symbols): Individual internship through service learning. Credit/No Credit.	**Catalog Description** (Do not use any symbols): Individual internship through service learning. Credit/No Credit. Repeatable.

	Graded			Graded	
General Education Categories ___	X CR/NC	___ Repeatable for up to ___ units	General Education Categories ___	X CR/NC	X Repeatable for up to 99 units
___ Lab Fee Requested	___ A - F	Total Completions ___	___ Lab Fee Requested	___ A - F	Total Completions 99
Course Level:	___	___ Multiple	Course Level:	___	___ Multiple
X Undergraduate	Optional (Student's choice)	Enrollment in same semester	X Undergraduate	Optional (Student's choice)	Enrollment in same semester
___ Post-bac/Credential			___ Post-bac/Credential		
___ Graduate			___ Graduate		

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2. Mode of Instruction (Hours per Unit are defaulted)   **Hegis Code(s)**_____

(Provided by the Dean)

Existing	**Proposed**

Existing

	Units	Hours Per Unit	Benchmark Enrollment	Graded
Lecture	___	1	___	___
Seminar	___	1	___	___
Lab	___	3	___	___
Activity		2	___	
Field Studies	___		___	___
Indep Study	3		___	X
Other blank	___		___	___

Proposed

	Units	Hours Per Unit	Benchmark Enrollment	Graded	CS No. (filled out by Dean)
Lecture	___	1	___	___	___
Seminar	___	1	___	___	___
Lab	___	3	___	___	___
Activity	3	2	10	X	___
Field Studies	___		___	___	___
Indep Study	___		___	___	___
Other blank	___		___	___	___

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3. Course Attributes:

12.4.09 km2   1

■ **General Education Categories**: All courses with GE category notations (including deletions) must be submitted to the GE website: http://summit.csuci.edu/geapproval. Upon completion, the GE Committee will forward your documents to the Curriculum Committee for further processing.

A (English Language, Communication, Critical Thinking)

■ A-1 Oral Communication
A-2 English Writing
A-3 Critical Thinking

B (Mathematics, Sciences & Technology)

■ B-1 Physical Sciences
B-2 Life Sciences – Biology
B-3 Mathematics – Mathematics and Applications
B-4 Computers and Information Technology

C (Fine Arts, Literature, Languages & Cultures)

■ C-1 Art
C-2 Literature Courses
C-3a Language
C-3b Multicultural
D (Social Perspectives)
E (Human Psychological and Physiological Perspectives)
UDIGE/INTD Interdisciplinary
Meets University Writing Requirement
Meets University Language Requirement

■ **American Institutions, Title V Section 40404**: ■ Government   ■ US Constitution   ■ US History
Refer to website, Exec Order 405, for more information: http://senate.csuci.edu/comm/curriculum/resources.htm
■ **Service Learning Course** (Approval from the Center for Community Engagement must be received before you can request this course attribute).

4. **Justification and Requirements for the Course.** *[Make a brief statement to justify the need for the course]*

OLD
The Service Learning/Internship course provides students with the opportunity to augment classroom learning with practical application while meeting a specific need within the community. In addition to providing hands-on experience, the Service Learning/Internship course involves the student in the community such that reciprocity becomes an integral part of learning: critical thinking, communication, cooperation and classroom knowledge are applied toward the assessment and solution to local problems in finance. The objectives, goals and standards of conduct shall be identified in a contract between the student, faculty advisor and community agency.

NEW
The Service Learning/Internship course provides students with the opportunity to augment classroom learning with practical application while meeting a specific need within the community. In addition to providing hands-on experience, the Service Learning/Internship course involves the student in the community such that reciprocity becomes an integral part of learning: critical thinking, communication, cooperation and classroom knowledge are applied toward the assessment and solution to local problems in finance. The objectives, goals and standards of conduct shall be identified in a contract between the student, faculty advisor and community agency.

■ Requirement for the Major/Minor
Elective for the Major/Minor
X Free Elective

■ Requirement for the Major/Minor
Elective for the Major/Minor
X Free Elective

Submit Program Modification if this course changes your program.

5. **Student Learning Outcomes.** (List in numerical order. You may wish to visit resource information at the following website: http://senate.csuci.edu/comm/curriculum/resources.htm)

Upon completion of the course, the student will be able to:

OLD
1. Complied with the terms of the mutually agreed-upon contract.
2. Articulated in an appropriate format the manner in which the objectives of the course were achieved.

Upon completion of the course, the student will be able to:*

NEW
1. Assess the nature of progress in terms of a mutually agreed- upon contract (1,5)
2. Apply critical thinking, communication, cooperation, and classroom knowledge in evaluation local

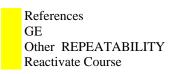3. Demonstrated an ability to collaborate toward the achievement of a common goal.

problems in finance. (1,2,3,6)

3. Articulate in an appropriate oral and written format how objectives have been achieved. (2,3)
4. Demonstrate the ability to collaborate with others in order to achieve goals. (6)

*Aligns with Program Learning Goals for: 1)Critical thinking, 2) Oral communication, 3) Written Communication, 4) Conduct (Ethics), 5) Competencies in discipline, 6) Collaboration

6. Course Content in Outline Form. (Be as brief as possible, but use as much space as necessary)

OLD

Content will vary by student or course.

NEW

Content will vary by student or course.

Does this course content overlap with a course offered in your academic program? Yes ▢ **No** X
If YES, what course(s) and provide a justification of the overlap. ▢

Does this course content overlap a course offered in another academic area? Yes ▢ **No** X
If YES, what course(s) and provide a justification of the overlap. ▢

Overlapping courses require Chairs' signatures.

7. Cross-listed Courses (Please note each prefix in item No. 1)
      A. List cross-listed courses (Signature of Academic Chair(s) of the other academic area(s) is required).
      B. List each cross-listed prefix for the course: ▢
      C. Program responsible for staffing: ▢

8. References. *[Provide 3-5 references]*

OLD
Appropriate reference and research materials shall be identified by the student and faculty mentor.

NEW
Appropriate reference and research materials shall be identified by the student and faculty mentor.

9. Tenure Track Faculty qualified to teach this course.
Prof. Dennis Muraoka
Prof. Paul Rivera
Finance Faculty

10. Requested Effective Date or First Semester offered: ▢

11. New Resource Requested: Yes ▢ **No** X
  If YES, list the resources needed.

  A. Computer Needs (data processing, audio visual, broadcasting, other equipment, etc.)
  ▢

  B. Library Needs (streaming media, video hosting, databases, exhibit space, etc.)
  ▢

  C. Facility/Space/Transportation Needs:
  ▢

  D. Lab Fee Requested: Yes ▢ **No** ▢ **(Refer to the Dean's Office for additional processing)**
  E. Other. ▢

12. Indicate Changes and Justification for Each. *[Check all that apply and follow with justification. Be as brief as possible but, use as much space as necessary.]*

▢ Course title	▢ Course Content
Prefix/suffix	X Course Learning Outcomes

☐	Course number	☐	References
☐	Units	☐	GE
☐	Staffing formula and enrollment limits	☐	Other REPEATABILITY
☐	Prerequisites/Corequisites	☐	Reactivate Course
☐	Catalog description		
X	Mode of Instruction		

Justification: Updated Student Learning Objectives (SLO) and aligns SLO with Program Learning Goals (PLG)

13. **Will this course modification alter any degree, credential, certificate, or minor in your program? Yes** ☐ **No** X
    If, YES attach a program update or program modification form for all programs affected.
    Priority deadline for New Minors and Programs: October 4, 2010 of preceding year.
    Priority deadline for Course Proposals and Modifications: October 15, 2010.
    Last day to submit forms to be considered during the current academic year: April 15th.

William Cordeiro
_____   _____
Proposer(s) of Course Modification   Date
Type in name. Signatures will be collected after Curriculum approval.

Approval Sheet
Course:

If your course has a General Education Component or involves Center affiliation, the Center will also sign off during the approval process.

Multiple Chair fields are available for cross-listed courses.

Program Chair		
	Signature	Date

Program Chair		
	Signature	Date

Program Chair		
	Signature	Date

General Education Chair		
	Signature	Date

Center for Intl Affairs Director		
	Signature	Date

Center for Integrative Studies Director		
	Signature	Date

Center for Multicultural Engagement Director		
	Signature	Date

Center for Civic Engagement and Service Learning Director		
	Signature	Date

Curriculum Chair		
	Signature	Date

Dean of Faculty		
	Signature	Date