**Summary of Proposed Short Form Curriculum Revisions**

Ouachita Baptist University

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[Directions](#directions) | [Example – Social Science](#example) | [[School Template]](#department)

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Departments will complete the Short Form Summary Sheet below by first selecting one or more of the following reasons for a Short Form Curriculum revision: (For ***any other*** revisions, use the Curriculum Change - Long Form.)

1. Change the title and/or number of an existing course;
2. Minor content and/or description change to an existing course;
3. Change the time offering of an existing course;
4. Minor update of an existing program or course to reflect dependencies or related changes made by another department.

Then complete the table below with the information for each of the other summary sections: **Proposed Change, Rationale,** and **Catalog Entry**. Directions for each section and an example can be found below. **Do not complete a Curriculum Change – Short Form; this summary form replaces it.**

**Approval Process**

1. The School’s Dean verifies that this is a Short Form change.
2. The School’s curriculum committee reviews and votes on the proposed change.
3. The proposed change goes before the **School’s** entire faculty for review and vote.
4. The School’s Dean (or selected faculty member in the school) ***combines all*** the School’s summary sheets into ***one document*** and submits it to the Chair and Secretary of the Curriculum and Academic Standards Committee (CASC) at least one week before the next faculty meeting. See the [CASC webpage](https://obu.edu/committees/curriculum-and-academic-standards.php) for Short Form Summary Sheet due dates and names of committee members.
5. The CASC Secretary will review the summary sheets for accuracy, combine all the schools’ summary sheets, and distribute the document to the entire faculty before the faculty meeting. These short form revisions will **NOT** be brought to the faculty for discussion or a vote unless questions are raised before the faculty meeting.

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**Directions**

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| **[Department- in bold]**[Date Change Goes into Effect] | **Proposed Change** * [For each bulleted entry, include the change(s) from the list above with regard to a specific course; the department prefix and course number, the course name; and the specific change.]
* [If changes to multiple courses are all justified by the same rationale, those changes may be proposed on the same entry of this short form. See example. If it is not the same rationale, then you need a separate entry.]
* [If another course requires a Short Form Change as a result of your current proposed changes, include it in this list. See example.]

**Rationale** [State the rationale for this change in paragraph form. Again, name the specific course(s) and the specific change(s).]**Implications for Other Departments or Schools**[Additionally, indicate if this change will affect other departments, schools, programs, or degree plans, and confirm that you have communicated with those affected. To determine if these changes affect other programs, use CTRL-F (the “Find All” function) to search for that course number in the [OBU General Catalog](https://obu.edu/academics/general-catalog.php) or [Ouachita Online Catalog](https://obu.edu/academics/Catalogs/Ouachita-Online-Catalog/22-23OuachitaOnlineCatalog.pdf).]**Catalog Entry** [Indicate which catalog you are using ([OBU General Catalog](https://obu.edu/academics/general-catalog.php) or [Ouachita Online Catalog](https://obu.edu/academics/Catalogs/Ouachita-Online-Catalog/22-23OuachitaOnlineCatalog.pdf)). Then find (use CTRL-F) and state the page number(s) that need to be updated/changed.[State exactly how the new catalog entry should appear. (Do not restate the existing entry edited with strike-throughs, changing colors, or notations.) If there are multiple entries, list them in similar order as the current OBU Catalog. If the entries are on different page numbers, list each page number above that entry. Please notice the format of the example below, including the use of punctuation and bolding.]  |

**Example - Social Sciences**

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| **History**Fall 2023 | **Proposed Change*** **Change course time offering** ofHIST 3433 The Gilded Age and Progressive Era to On Demand.
* **Change course time offering** of HIST 3453 Modern America to On Demand.
* **Incorporate minor content and description change** to HIST 3443 Twentieth Century America (see catalog entry below).

**Rationale**Due to lack of staff and a review of its course offerings in light of student demand, HIST 3433 The Gilded Age and Progressive Era and HIST 3453 Modern America will change their time offerings to On Demand. And, since these courses will be On Demand, the department would like to change the content and description of HIST 3443 Twentieth Century America to include the pre-1920 and post-1980 periods of the twentieth century. **Interdisciplinary Implications**These changes will not affect any other department, program, or degree plans.**Catalog Entry**OBU General Catalog, p. 180**3433. The Gilded Age and Progressive Era.**An in-depth treatment of the political, economic, and cultural history of the United States in the years between 1870 and 1920. Emphases include the emergence of corporate industry and popular reactions, the rise of racial segregation and early civil rights activism, and the expansion of the American sphere of influence in the international community. **On Demand.****3443. Twentieth Century America.**A survey of the political, economic, and social history of the United States during the Twentieth Century. Potential emphases include the Progressive Era, the Great Depression and New Deal, American participation in World War II, the Cold War, Civil Rights, the Vietnam War, and post-Cold War America. **Spring of even-numbered years.****3453. Modern America.**An in-depth treatment of the political, economic, and cultural history of the United States from 1980 to the present. Emphases include presidential politics and policy from Reagan to Biden; the growth of the Internet economy and the Great Recession; foreign policy responses to September 11, 2001; and cultural forces in play after 1980. **On Demand.** |
| **History**Fall 2023 | **Proposed Change*** **Change the time offering** of HIST 4603 Research Seminar from Fall and Spring to Spring and Fall On Demand.

**Rationale**Due to occasional low enrollments, Academic Affairs has asked the department to offer this course once per year instead of every semester. If, however, the spring section fills with 10 students (the cap for this labor-intensive research course), the department will offer the course in the subsequent fall semester.**Catalog Entry**p. 180**4603. Research Seminar.**Application of the methods and materials of professional research and writing. Students, through directed research in special topics, will further their understanding of the nature, use, and criticism of documents, bibliographic and manuscript preparation, and the utilization of digital resources. Students will complete an article-length work of original scholarship. Approval of the instructor. [CW3] **Spring; Fall on Demand.** |

**[School Template]**

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| **[Department]**[Date Change Goes into Effect] | **Proposed Change***

**Rationale****Interdisciplinary Implications****Catalog Entry** |
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