7-22-2013


University of South Florida St. Petersburg.

Follow this and additional works at: http://digital.usfsp.edu/course_proposal_forms

Recommended Citation
http://digital.usfsp.edu/course_proposal_forms/88

This Other is brought to you for free and open access by the Office of the Regional Vice Chancellor for Academic Affairs at Digital USFSP. It has been accepted for inclusion in Course Proposal Forms by an authorized administrator of Digital USFSP.
USF St. Petersburg
NEW Undergraduate Course Proposal Form
(non-Gen Ed)

<table>
<thead>
<tr>
<th>Date Submitted</th>
<th>Date/Term Change is Requested to Become Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/13/2012</td>
<td>Fall 2013</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact Person</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>David John</td>
<td>(727) 873 - 4483</td>
<td><a href="mailto:dejohn@mail.usf.edu">dejohn@mail.usf.edu</a></td>
</tr>
</tbody>
</table>

Do the attached changes mirror changes to USF Tampa Curriculum? No

Comments:

Description of Change (attach supporting documents if necessary): The biology degree program will offer the Biology Internship, BSC 4940 as a core requirement.

Estimated Impact on University Resources:

<table>
<thead>
<tr>
<th>Library</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment</td>
<td>None</td>
</tr>
<tr>
<td>Faculty/Staff</td>
<td>Faculty will rotate teaching this course as part of their contracted teaching load.</td>
</tr>
<tr>
<td>Other</td>
<td>None</td>
</tr>
</tbody>
</table>

**APPROVALS** (if Disapprove, Note and attach Comments)

<table>
<thead>
<tr>
<th>Title (print name)</th>
<th>Signature</th>
<th>Approve</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair, College Academic Programs Comm.</td>
<td></td>
<td>Yes/No</td>
<td>2/28/12</td>
</tr>
<tr>
<td>College Dean</td>
<td></td>
<td>Yes/No</td>
<td>3/1/12</td>
</tr>
<tr>
<td>Chair, USFSP UGC Committee</td>
<td></td>
<td>Yes/No</td>
<td>4/1/12</td>
</tr>
<tr>
<td>USFSP Regional V.C. Academic Affairs</td>
<td></td>
<td>Yes/No</td>
<td>4/3/12</td>
</tr>
<tr>
<td>Norine E. Noonan</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
USFSP NEW Undergraduate Course Proposal Form (non-Gen Ed)

1. **Department and Contact Information**

<table>
<thead>
<tr>
<th>Department</th>
<th>College</th>
<th>Budget Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC</td>
<td>AP</td>
<td>USF01 STP 10000 511209 000000 000000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact Person</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melanie Riedinger-Whitmore</td>
<td>(727) 873 – 4971</td>
<td><a href="mailto:mariedin@mail.usf.edu">mariedin@mail.usf.edu</a></td>
</tr>
</tbody>
</table>

2. **Course Information**

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Number</th>
<th>Full Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSC</td>
<td>4940</td>
<td>Biology Internship</td>
</tr>
</tbody>
</table>

- Is the course title variable? No
- Is a permit required for registration? Yes
- Are the credit hours variable? No
- Is this course repeatable for credit? Yes

If yes, Maximum Number of Times? 1 repeat; 6 credits max

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Section Type</th>
<th>Grading Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Internships</td>
<td>S/U Only</td>
</tr>
</tbody>
</table>

Total Clock Hours: Abbreviated Title (30 characters maximum)

- 1 hr/wk with instructor
- 9-12 hrs/wk in field

Biology Internship

1. **Prerequisites**: Junior or senior standing with biology prerequisites and 1 upper division biology core course completed (see below).

<table>
<thead>
<tr>
<th>And/Or</th>
<th>Test and Minimum Grade</th>
<th>Course and Minimum Grade</th>
<th>‘y’</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>BSC 2010/C-</td>
<td>BSC 2011/C-</td>
<td></td>
</tr>
</tbody>
</table>

2. **Co-requisites**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
</table>

3. **Registration Restrictions**

<table>
<thead>
<tr>
<th>College</th>
<th>Include/Exclude</th>
<th>Codes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Class</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>
4. **Course Description** *(255 character maximum for state submission)*

A course to oversee and guide student’s internship experience. Internship will be coordinated with a mentor external to the course. Students will meet to discuss internship experiences and progress, and present results.

---

5. **Gordon Rule**

<table>
<thead>
<tr>
<th>Does this course meet the <strong>writing</strong> portion of the Gordon Rule?</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you indicated &quot;yes&quot; above, specify how the 6,000 words will be covered (exams, papers).</td>
<td></td>
</tr>
<tr>
<td>Does this course meet the <strong>computation</strong> portion of the Gordon Rule?</td>
<td>No</td>
</tr>
</tbody>
</table>

---

6. **Justification**

a. Indicate how this course will strengthen the Undergraduate Program. Is this course necessary for accreditation or certification?

This course is a core requirement for students to ensure that they gain an opportunity to apply basic science, quantitative skills and writing skills by contributing to actual research or professional development. It is necessary for certification for the biology degree.

b. What specific area of knowledge is covered by this course which is not covered by courses currently listed?

The course will provide an organized format for students to engage in external internships. The course will enable the department to streamline student internship experiences, ensure students are engaged in quality experiences, provide development of scientific method applications, and guide application of their experiences towards valuable presentation skills (writing, poster presentation, oral). The course will also provide a means to monitor consistency and quality of effort on the part of students in their external internship.

c. What is the need or demand for this course? (Indicate if this course is part of a required sequence in the major.) What other programs would this course service?

The course is a core requirement for Biology degree seeking students. Students will enhance their research experience with internal/external mentors by providing a framework for applying scientific theory, research proposal and methods, and reporting of results. This course may be of interest to undergraduates in other programs within the College of Arts and Sciences.

d. Has this course been offered as Selected Topics/Experimental Topics course? If yes, what was the enrollment?

No

e. How frequently will the course be offered? What is the anticipated enrollment?

The course will be offered fall and spring annually to support ongoing internships. 24 to 48.

f. What effect will this new course have on the program (major, minor, cognate, etc.)?

The course will supplement the capstone research requirement for the major.

g. What effect will this new course have on the students currently in the program?
The biology program is scheduled to begin Fall 2012; there are no students currently enrolled.

h. What qualifications for training and/or experience are necessary to teach this course? (List minimum qualifications for the instructor.)

A graduate degree and at least 18 hours of graduate biology coursework; preferably a PhD degree in biology or closely related field.

7. Other Course Information

A. Objectives

Students will engage in an internship experience, discuss their work and/or projects, and present their perspectives and/or results in written and oral formats. The course will enable the department to streamline student internship experiences, to ensure students are engaged in quality experiences, provide development of scientific method applications, and guide application of their experiences towards valuable presentation skills.

B. Learning Outcomes

Students will demonstrate knowledge of the scientific method and apply that knowledge to collect, analyze and write a paper based on their research or internship experience. In addition to their internship/research outside of the course, students will meet 1 hour weekly as a group to share their experiences, get feedback on the progress of their projects, and present results.

a. Major Topics

Any topic covered by biological sciences to include behavior, ecology, genetics, physiology, microbiology, marine biology, evolution, etc.

b. Textbooks

None

8. Proposed UG Catalog Language

PR: BSC 2010, BSC 2011 and at least 1 upper division biology core course or biology elective. The internship will be coordinated with a supervisor external to the course to guide the student's internship experience.

9. Syllabus

Please provide the syllabus with this form when the course is approved for submission. The syllabus must follow the ‘Master Course Syllabus’ format (including SLO, description, etc.).

Note: information in RED has been changed for accuracy and/or compatibility with SCNS.
USF St. Petersburg - NEW Undergraduate Course
BSC 4940 – Biology Internship
Effective 201305
Banner Documentation

**Base Course Record**

<table>
<thead>
<tr>
<th>Subject:</th>
<th>BSC</th>
<th>Biological Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course:</td>
<td>4940</td>
<td></td>
</tr>
<tr>
<td>Term:</td>
<td>201305</td>
<td></td>
</tr>
</tbody>
</table>

**Course Title:** Biology Internship

**Course Details**

<table>
<thead>
<tr>
<th>From Term:</th>
<th>201305</th>
<th>Copy</th>
<th>To Term:</th>
<th>999999</th>
</tr>
</thead>
</table>

- **Course Title:** Biology Internship
- **College:** AP - Arts and Sciences USFSP
- **Division:**
- **Department:** BIO - Biology
- **Status:** A - Active
- **Approval:**
- **CIP:** 400607 - Oceanography/Marine Science
- **Prerequisite Waiver:**
- **Duration:**

**Hours**

- **CEU or Credit:** 3.000
- **Billing:** 3.000
- **Lecture:** None
- **Lab:** None
- **Other:** None
- **Contact:** None

**Repeat Details**

- **Limit:**
- **Maxim:**
- **Repeat Status:** NR

**Course Level Record**

<table>
<thead>
<tr>
<th>From Term:</th>
<th>201305</th>
<th>Copy</th>
<th>To Term:</th>
<th>999999</th>
</tr>
</thead>
</table>

- **Level:** UG - Undergraduate
- **Description:**
- **CEU:**
### Grading Mode Record

**From Term:** 201305  
**Copy**  
**To Term:** 999999

<table>
<thead>
<tr>
<th>Grade Mode</th>
<th>Description</th>
<th>Default</th>
<th>Not Default</th>
</tr>
</thead>
<tbody>
<tr>
<td>S</td>
<td>Satisfactory/Unsatisfactory Only</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>Audit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>Financially Cancelled</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Course Schedule Type Record

**From Term:** 201305  
**Copy**  
**To Term:** 999999

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Description</th>
<th>Instructional Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>Class Lecture</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Course Title: Biology Internship

Course Description:
A course to oversee and guide student's internship experience. Internship will be coordinated with a mentor external to the course. Students will meet to discuss internship experiences and progress, and present results.
### Course Pre-requisite Record

**Subject:** BSC  Biological Sciences

**Course Title:** Biology Internship

<table>
<thead>
<tr>
<th>Course Test Score and Prerequisite Restrictions</th>
</tr>
</thead>
<tbody>
<tr>
<td>From Term: 201305</td>
</tr>
<tr>
<td>-------------------</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
1. Department and Contact Information

Department          College          Budget Account Number
Biology            Arts & Sciences      USF01 STP 10000 511209 000000 000000
Contact Person      Phone            Email
crossman            7278734143        crossman@usfsp.edu

2. Course Information

Prefix                Number    Full Title
BSC                   4940       Biology Internship

Is the course title variable? N
Is a permit required for registration? N
Are the credit hours variable? N

Credit Hours          Section Type                      Grading Option
3                     Internships (Including Practicum)   S/U Only

Abbreviated Title (30 characters maximum)
Biology Internship

Prerequisites
BSC 2010/C- OR BSC 2011/C-

Corequisites
none

Co-Prequisites
none

Course Description
A course to oversee and guide student’s internship experience. Internship will be coordinated with a mentor external to the course. Students will meet to discuss internship experiences and progress, and present results.

3. Gordon Rule

Does this course meet the writing portion of the Gordon Rule?
N

If you checked "yes" above, specify how the 6,000 words will be covered (exams, papers).
N/A

Does this course meet the computation portion of the Gordon Rule?
4. Justification

A. Indicate how this course will strengthen the Undergraduate Program. Is this course necessary for accreditation or certification?

This course is a core requirement for students to ensure that they gain an opportunity to apply basic science, quantitative skills and writing skills by contributing to actual research or professional development. It is necessary for certification for the biology degree.

B. What specific area of knowledge is covered by this course which is not covered by courses currently listed?

The course will provide an organized format for students to engage in external internships. The course will enable the department to streamline student internship experiences, ensure students are engaged in quality experiences, provide development of scientific method applications, and guide application of their experiences towards valuable presentation skills (writing, poster presentation, oral). The course will also provide a means to monitor consistency and quality of effort on the part of students in their external internship.

C. What is the need or demand for this course? (Indicate if this course is part of a required sequence in the major.) What other programs would this course service?

The course is a core requirement for Biology degree seeking students. Students will enhance their research experience with internal/external mentors by providing a framework for applying scientific theory, research proposal and methods, and reporting of results. This course may be of interest to undergraduates in other programs within the College of Arts and Sciences.

D. Has this course been offered as Selected Topics/Experimental Topics course? If yes, what was the enrollment?

no

E. How frequently will the course be offered? What is the anticipated enrollment?

The course will be offered fall and spring annually to support ongoing internships. 24 to 48.

F. Do you plan to drop a course if this course is added? If so, what will be the effect on the program and on the students? (Please forward the nonsubstantive course change form regarding the course to be deleted to the Council secretary.)

no

G. What qualifications for training and/or experience are necessary to teach this course? (List minimum qualifications for the instructor.)

A graduate degree and at least 18 hours of graduate biology coursework; preferably a PhD degree in biology or closely related field.

5. Other Course Information

A. Objectives

Students will engage in an internship experience, discuss their work and/or projects, and present their perspectives and/or results in written and oral formats. The course will enable the department to streamline student internship experiences, to ensure students are engaged in quality experiences, provide development of scientific method applications, and guide application of their experiences towards valuable presentation skills.

B. Learning Outcomes

Students will demonstrate knowledge of the scientific method and apply that knowledge to collect, analyze and write a paper based on their research or internship experience. In addition to their internship/research outside of the course, students will meet 1 hour weekly as a group to share their experiences, get feedback on the progress of their projects, and present results.
C. Major Topics
Any topic covered by biological sciences to include behavior, ecology, genetics, physiology, microbiology, marine biology, evolution, etc.

D. Textbooks
none

6. Syllabus (Anatomy of a Syllabus)

Your college will forward an electronic copy of your syllabus to Undergraduate Studies when your course is approved for submission.

7. Liberal Arts Certification

General Course Requirements
   o N/A

Exit Requirements
   o N/A

Skills and Dimensions
   o N/A