Code # Enter text…

**New Course Proposal Form**

**[ ] Undergraduate Curriculum Council**

**[X] Graduate Council**

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| --- |
| **[X] New Course or [ ]Experimental Course (1-time offering) (Check one box)** |

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to [curriculum@astate.edu](mailto:curriculum@astate.edu) for inclusion in curriculum committee agenda.

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| --- | --- |
| Wayne W. Wilkinson 10/2/2017 **Department Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **COPE Chair (if applicable)** |
| Kris Biondolillo 10/2/2017 **Department Chair:** 10/2/2017 | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Head of Unit (If applicable)** |
| Wayne W. Wilkinson 10/9/2017 **College Curriculum Committee Chair** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Undergraduate Curriculum Council Chair** |
| Mary Jane Bradley 11/2/2017 **College Dean** | 11/2/17 |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **General Education Committee Chair (If applicable)** | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Enter date…  **Vice Chancellor for Academic Affairs** |

1. Contact Person (Name, Email Address, Phone Number)

Wayne W. Wilkinson, [wwilkinson@astate.edu](mailto:wwilkinson@astate.edu), 870-680-8129

2. Proposed Starting Term and Bulletin Year

First offering: Spring 2018

3. Proposed Course Prefix and Number (Confirm that number chosen has not been used before. For variable credit courses, indicate variable range. *Proposed number for experimental course is 9*. )

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4. Course Title – if title is more than 30 characters (including spaces), provide short title to be used on transcripts. Title cannot have any symbols (e.g. slash, colon, semi-colon, apostrophe, dash, and parenthesis). Please indicate if this course will have variable titles (e.g. independent study, thesis, special topics).

Professional Writing and Thesis Development

Short title for transcripts: Professional Writing

5. Brief course description (40 words or fewer) as it should appear in the bulletin.

Overview of content, stylistic, and ethical issues related to writing in the psychological sciences.

6. Prerequisites and major restrictions. (Indicate all prerequisites. If this course is restricted to a specific major, which major. If a student does not have the prerequisites or does not have the appropriate major, the student will not be allowed to register).

1. Are there any prerequisites? YES
   1. If yes, which ones?

Enrollment in the M.S. Psychological Science program or permission of the instructor

* 1. Why or why not?

Enter text...

1. Is this course restricted to a specific major? YES
   1. If yes, which major? M.S. Psychological Science

7. Course frequency(e.g. Fall, Spring, Summer). *Not applicable to Graduate courses.*

Enter text...

8. Will this course be lecture only, lab only, lecture and lab, activity, dissertation, experiential learning, independent study, internship, performance, practicum, recitation, seminar, special problems, special topics, studio, student exchange, occupational learning credit, or course for fee purpose only (e.g. an exam)? Please choose one.

Lecture only

9. What is the grade type (i.e. standard letter, credit/no credit, pass/fail, no grade, developmental, or other [please elaborate])

Standard letter

10. Is this course dual listed (undergraduate/graduate)?

NO

11. Is this course cross listed? (If it is, all course entries must be identical including course descriptions. It is important to check the course description of an existing course when adding a new cross listed course.)

NO

1. If yes, please list the prefix and course number of cross listed course.

Enter text...

1. Are these courses offered for equivalent credit? Yes / No

Please explain. Enter text...

12. Is this course in support of a new program? NO

a. If yes, what program?

Enter text...

13. Does this course replace a course being deleted? NO

a. If yes, what course?

Enter text...

14. Will this course be equivalent to a deleted course? NO

a. If yes, which course?

Enter text...

15. Has it been confirmed that this course number is available for use? YES

*If no: Contact Registrar’s Office for assistance.*

16. Does this course affect another program? NO

If yes, provide contact information from the Dean, Department Head, and/or Program Director whose area this affects.

Enter text...

**Course Details**

17. Outline (The course outline should be topical by weeks and should be sufficient in detail to allow for judgment of the content of the course.)

Week 1 – Introduction and Overview to the Course

Week 2 – Thesis Overview

Week 3 – The Thesis Process

Week 4 – Topic Development

Week 5 – Work Week

Week 6 – Faculty Advising and Committee Selection

Week 7 – Reviewing the Literature

Week 8 – Writing Ethics

Week 9 – APA Style

Week 10 – SPRING BREAK – NO CLASS

Week 11 – Presentation Skills

Week 12 – Selecting Statistics and Writing about Results

Week 13 – Reviewing Process

Week 14 – Work Week

Week 15 – Class Presentations

18. Special features (e.g. labs, exhibits, site visitations, etc.)

Not applicable

19. Department staffing and classroom/lab resources

The course can be taught with existing faculty and resources

1. Will this require additional faculty, supplies, etc.?

NO

20. Does this course require course fees? NO

*If yes: please attach the New Program Tuition and Fees form, which is available from the UCC website.*

**Course Justification**

21. Justification for course being included in program. Must include:

a. Academic rationale and goals for the course (skills or level of knowledge students can be expected to attain)

Since the initiation of the M.S. Psychological Science program we have noticed the students to be somewhat under-prepared for completing a major research and writing project as required by the thesis. To date, we have addressed this concern in individual research methodology and statistics classes; however, based on student feedback we have decided to create a course specifically dedicated to various writing issues in psychology. This course is similar to those recently implemented in other psychology graduate programs in the region (e.g., Oklahoma State University).

b. How does the course fit with the mission established by the department for the curriculum? If course is mandated by an accrediting or certifying agency, include the directive.

The course is directly related to program-level outcome 7: Demonstrate effective communication for multiple purposes.

c. Student population served.

Graduate students enrolled in the M.S. Psychological Science program

d. Rationale for the level of the course (lower, upper, or graduate).

As the course is intended as a direct precursor to the M.S. Psychological Science master’s thesis, including undergraduate students would be inappropriate.

**Assessment**

**University Outcomes**

22. Please indicate the university-level student learning outcomes for which this new course will contribute. Check all that apply.

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| * 1. **[ ]** Global Awareness | * 1. **[X]** Thinking Critically | * 1. **[X]** Information Literacy |

**Relationship with Current Program-Level Assessment Process**

23. What is/are the intended program-level learning outcome/s for students enrolled in this course? Where will this course fit into an already existing program assessment process?

Program-level learning outcome 7: Demonstrate effective communication for multiple purposes

24. Considering the indicated program-level learning outcome/s (from question #23), please fill out the following table to show how and where this course fits into the program’s continuous improvement assessment process.

Assessment of program-level learning outcome 7 is obtained through the final thesis. No program-level assessment will take place in the course.

*For further assistance, please see the ‘Expanded Instructions’ document available on the UCC - Forms website for guidance, or contact the Office of Assessment at 870-972-2989.*

|  |  |
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| **Program-Level Outcome 1 (from question #23)** | Type outcome here. What do you want students to think, know, or do when they have completed the course? |
| Assessment Measure | Please include direct and indirect assessment measure for outcome. |
| Assessment  Timetable | What semesters, and how often, is the outcome assessed? |
| Who is responsible for assessing and reporting on the results? | Who (person, position title, or internal committee) is responsible for assessing, evaluating, and analyzing results, and developing action plans? |

*(Repeat if this new course will support additional program-level outcomes)*

**Course-Level Outcomes**

25. What are the course-level outcomes for students enrolled in this course and the associated assessment measures?

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| **Outcome 1** | Demonstrate knowledge content and format requirements of current American Psychological Association writing style. |
| Which learning activities are responsible for this outcome? | Lecture on APA style |
| Assessment Measure | Mock journal manuscript review |

*(Repeat if needed for additional outcomes)*

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| **Outcome 2** | Demonstrate knowledge of the ethical issues involved in professional writing. |
| Which learning activities are responsible for this outcome? | Lecture on ethical issues |
| Assessment Measure | Introduction section of thesis |

**Bulletin Changes**

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| **Instructions** |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.**  **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)  - New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).  - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)  *You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.*  *Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

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***PSY 6423 Professional Writing and Thesis Development Overview of content, stylistic, and ethical issues related to writing in the psychological sciences. Must be completed during second semester in the Psychological Science program. Prerequisite, Acceptance to the Master of Science in Psychological Science program or permission of the instructor***