# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC) PROPOSAL FORM

## Cover page scroll over blue text to see further important [instructions](#instructions): [if not working select “COMMents on rollover” in your Word preferences under view] **please read these.**

**N.B. ALL numbered categories in section (A) must be completed. Please do not use highlight to select choices within a category but simply delete the options that do not apply to your proposal (e.g. in A.2 if this is a course revision proposal, just delete the creation and deletion options and the various program ones, so it reads “course revision”) Do not delete any of the numbered categories—if they do not apply leave them blank. If there are no resources impacted please put “none” in each A. 7 category.**

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| --- | --- | --- | --- | --- | --- |
| A.1. [Course or program](#Proposal) | **BIOT 406-410 Biotechnology Internship Experience** | | | |  |
| [Replacing](#Ifapplicable) |  | | | |
| A. 1b. Academic unit | **Faculty of Arts and Sciences** | | | |  |
| A.2. [Proposal type](#type) | **Course: creation** | | | |  |
| A.3. [Originator](#Originator) | **Dana Kolibachuk** | [Home department](#home_dept) | **Biology** | | |
| A.4. [Context and Rationale](#Rationale)  Note: Must include additional information in smart tip for all [new programs](#type) | **This course provides students with an outside internship experience where students will gain practical hands-on laboratory experience in the field of biotechnology. In these internships, students will perform laboratory experimentation and assays, collect and analyze experimental data, and maintain records of the results. It is expected that students will take this course in their fourth year after completion of BIOT 270W and BIOT 370 with a minimum grade of B-, as well as laboratory competency evaluations.**  **The proposed Biotechnology BS degree is based upon similar programs from five of our peer institutions where the internship/research experience ranged from 1-6 credits.  For comparison, the biotechnology program at URI includes 12-credit internships that are taken over the summer by students in either their first or third year in the program. Throughout the program development process over the past year, URI representatives have indicated the difficulty of obtaining internships for their biotechnology program and have resorted to substituting classes for this experience when an internship was not available. We would like to avoid these issues by incorporating an internship component with more flexibility, for both students and the internship providers. After all, there may be companies who would love to have student interns, but cannot commit to the 40+ hours per week or can’t take interns during the summer.**  **We propose that internships can range from six to ten credits, where the student will spend 24-40 hours per week (depending upon the credits) in a laboratory outside of RIC. The minimum number of credits required for the major will be six and only one internship experience can count towards the major. In other words, if a student had multiple internships (probably unlikely), the subsequent internship experiences would count towards the 120 credits needed for graduation.**  **This course will be taken concurrently with Biotechnology Internship Seminar (BIOT 465W), which is worth 2 credits. Student who are involved in internships that are less than 10 credits are expected to take additional courses to give them full-time status (12 credits) at the College.** | | | | |
| A.5. [Student impact](#student_impact)  Must include to explain why this change is being made? | **This course is required for the Biotechnology BS program (proposed) and will provide an internship experience.** | | | | |
| A.6. [Impact on other programs](#impact) | **None** | | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): | **One new full time faculty member is being funded by the state of RI. A search commences Spring 2023. Another faculty or staff member, who will serve as the internship coordinator, is being funded by the state of RI. A search commences Spring 2024.**  **(Proposed: One FLH per student for instructor.)** | | | |
| [*Library*:](#library) | **None** | | | |
| [*Technology*](#technology) | **None** | | | |
| [*Facilities*](#facilities): | **None** | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2023** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | | **n/a** | |
| A.10. INSTRUCTIONS FOR CATALOG COPY: Use the Word copy versions of the catalog sections found on the UCC Forms and Information page. Cut and paste into a single file **ALL the relevant pages from the college catalog that need to be changed.** Use tracked changes feature to show how the catalog will be revised as you type in the revisions. If totally new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all changes is preferred. Send catalog copy as a separate single Word file along with this form. | | | | | |
| A.11. List here (with the relevant urls), any RIC website pages that will need to be updated (to which your department does not have access) if this proposal is approved, with an explanation as to what needs to be revised:  A new entry for BIOT-Biotechnology courses the Courses listing, after BIOL-Biology  <https://ric.smartcatalogiq.com/en/2022-2023/Catalog/Courses/BIOL-Biology>  to include this and the other proposed BIOT courses. | | | | | |
| A. 12 **Check to see if your proposal will impact any of our** [**transfer** **agreements,**](transfer%20agreements) **and if it does explain in what way. Please indicate clearly what will need to be updated.** | | | | | |
| A. 13 Check the section that lists “Possible NECHE considerations” on the UCC Forms and Information page and if any apply, indicate what that might be here and contact Institutional Research for further guidance. | | | | | |

B. [NEW OR REVISED COURSES](#delete_if)  **Delete section B if the proposal does not include a new or revised course. As in section A. do not highlight but simply delete suggested options not being used. Always fill in b. 1 and B. 3 for context. NOTE: course learning outcomes and topical outlines only needed for new or substantially revised courses.**

|  | Old ([for revisions only](#Revisions)) ONLY include information that is being revised, otherwise leave blank. | New Examples are provided within some of the boxes for guidance, delete just the examples that do not apply. |
| --- | --- | --- |
| B.1. [Course prefix and number](#cours_title) |  | **BIOT 406-410** |
| B.2. Cross listing number if any |  | **n/a** |
| B.3. [Course title](#title) |  | **Biotechnology Internship Experience** |
| B.4. [Course description](#description) |  | **This internship experience will provide students critical training and experience in an intensive work environment within the biotechnology sector. 24-40 contact hours.** |
| B.5. [Prerequisite(s)](#prereqs) |  | **Minimum grade of B- in BIOT 270W and BIOT 370. Favorable lab competency evaluations from three lab science instructors from RIC, with at least one from a BIOT course. Concurrent enrollment in BIOT 465W.** |
| B.6. [Offered](#Offered) |  | **Fall | Spring** |
| B.7. [Contact hours](#contacthours) |  | **24-40** |
| B.8. [Credit hours](#credits) |  | **6-10** |
| B.9. [Justify differences if any](#differences) | **This is the contact/credit hour ratio for internships as stated in the MUCC.** | |
| B.10. [Grading system](#grading) |  | **H/S/U** |
| B.11. [Instructional methods](#instr_methods) |  | **Internship** |
| B.11.a [Delivery Method](#instr_methods) |  | **Off campus | Asynchronous** |
| B.12. CATEGORIES  12. a. [How](#required) to be used |  | **Required for major** |
| 12 b. Is this an Honors  course? |  | **NO** |
| 12. c. [General Education](#ge)  N.B. Connections must include at  least 50% Standard Classroom  instruction. |  | **NO** |
| 12. d. Writing in the  Discipline (WID) |  | **NO** |
| B.13. [How will student performance be evaluated?](#performance) |  | **Attendance | Class participation |**  **Class Work | Reports of outside supervisor | Instructor site visits** |
| B.14 [Recommended class-size](#class_size" \o "Check appendix XVIII in the UCC Manual for Best Practices) |  | **15** |
| B.15. [Redundancy statement](#competing) |  |  |
| B. 16. Other changes, if any |  | |

| B.17**.** [**Course learning outcomes**](#outcomes)**: List each one in a separate row** | [**Professional Org.Standard(s)**](#standards)**, if relevant** | [**How will each outcome be measured**](#measured)**?** |
| --- | --- | --- |
| **Acquire and apply technical knowledge.** |  | **B.13.** |
| **Learn and demonstrate professional behaviors.** |  | **B.13.** |
| **Works well with others in a team setting as relevant for the position.** |  | **B.13.** |
| **Provide substantive contribution to the company appropriate for the job and level of expertise.** |  | **B.13.** |

| B.18. [**Topical outline**](#outline)**: DO NOT INSERT WHOLE SYLLABUS, JUST A TWO-TIER TOPIC OUTLINE suitable for the contact hours requested. Proposals that ignore this request will be returned for revision.** |
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| 1. **Course content will vary depending on internship placement.** |

## D. Signatures

* **Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair**.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and their relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to [curriculum@ric.edu](mailto:curriculum@ric.edu) to the current Chair of UCC. Check UCC website for due dates. Do NOT convert to a .pdf.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. THESE may include multiple departments, e.g., for joint/interdisciplinary proposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Earl Simson | Dean of FAS | \*approved by email | 22/24/2023 |
| Dana Kolibachuk | Chair of Biology | \*approved by email | 22/24/2023 |
|  |  |  |  |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS (and their relevant deans if not already included above) that are IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION; all faculty are welcome to attend.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
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|  |  |  | Tab to add rows |