PROPOSAL NUMBER: 99-753

CURRICULUM PROPOSAL FORM

DEADLINES:

PROPOSAL TITLE: Minor curricular change - Computer Competency

SPONSOR/S: Don Stone, et al.

DEPARTMENT: Computer Science

CHECK ALL THAT APPLY:

☑ UNDERGRADUATE ☐ GRADUATE

COLLEGE: LAS

If LAS:

☐ History/Humanities
☐ Math/Sciences
☐ Social/Behavioral Sciences

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TYPE OF PROPOSAL (Check ALL that Apply)

☑ General Education

☐ New Course in Bank
☐ Existing course, Add To Bank
☐ Multicultural/Global Designation
☐ Writing Intensive Designation
☐ Literature Designation
☐ New Minor/Concentration/Specialization
☐ New Major/Degree Program
☐ Short Term Course Proposal

☐ New Course (NOT Gen. Ed.)
☐ Name Change (Dept., School, Major)
☐ Changes in Degree Requirements
☐ Changes Involve Gen. Ed. requirements

☑ Minor Changes to Existing Courses

☐ Course is NOT General Education

☑ Course IS General Education

DEPARTMENT
(SIGNATURE INDICATES APPROVAL)

☑

☑

DEPT. CURRICULUM CHAIR / DATE

DEPT. CHAIRPERSON / DATE

This proposal comes from the ad-hoc Computer Competency Committee.

COLLEGE CURRICULUM COMMITTEE
DATE OF OPEN HEARING (if necessary)

☑ APPROVED

☐ NOT APPROVED

COMMENTS:

Lancey Lyman / 4-27-99

SIGNATURE DATE

ACADEMIC DEAN (& GRADUATE DEAN, for New Graduate Programs Only)

☑ APPROVED

☐ NOT APPROVED

COMMENTS:

SIGNATURE (Academic Dean) DATE

SIGNATURE (Graduate Dean) DATE
UNIVERSITY CURRICULUM COMMITTEE

DATE OF OPEN HEARING (if necessary) 5/26/99

— APPROVED
— NOT APPROVED

COMMENTS:

Jan 26, 99

SIGNATURE DATE

CHANGE CREDIT

SENSE

Date announced at Senate 5-26-99

Voted upon at Senate: Approved Not Approved Date:

EXECUTIVE VICE PRESIDENT/PROVOST

___ APPROVED

___ NOT APPROVED If no, reasons are as follows:

STUDENT CREDIT HOURS ___ FACULTY LOAD HOURS ___ EQUALIZED CREDIT HOURS ___

OFFICIAL COPY & APPROVAL SHEET FILED (DATE): ___

DATE/SIGNATURE EXECUTIVE VICE PRESIDENT/PROVOST 7/21/99

REGISTRAR

DATE APPROVED COURSE DESCRIPTION RECEIVED

HEGIS TAXONOMY & COURSE NUMBER ASSIGNED

DATE/SIGNATURE OF REGISTRAR 7/21/99

NOTIFICATION FORWARD:

___ SENATE CURRICULUM COMMITTEE CHAIRPERSON

___ DEPARTMENT CHAIRPERSONS

___ ACADEMIC DEAN(S)

___ REGISTRAR

___ SPONSOR(S)
Minor Curricular Change
Computer Competency – Minor changes in topics and administration
Submitted 3/9/99
Revised 6/14/99 (after open hearing)

Sponsors: Don Stone, Jerry Spencer, Margaret McFadden.
Consultant: Pearl Bartelt.

1. Details
   1. Eliminate library data base searching from the list of topics included in computer
      competency and tested by the computer competency exam.
   2. a. Limit the number of times a student can take the computer competency exam to two.
      b. If a student passes the computer competency exam, this will be recorded on his/her
         transcript as a 0-credit course, Computer Competency Exam, 0701050, with a grade of P.
         If a student does not pass the exam, there will be no record of this on his/her transcript.
   3. The policy, as approved in Spring 1998, specified that "any student who has completed 30 or
      more credits at Rowan but has not satisfied the computer competency requirement and has
      not registered for Computer Literacy" will have a hold flag generated for him/her. Based on
      the recently approved Senate policy on Academic Suspension (981208-2), this process of
      hold flag generation will apply only to freshmen and transfer students entering with fewer
      than 30 hours, since transfer students who enter with 30 hours or more and who don't satisfy
      the computer competency requirement by the end of their second semester at the university
      will be placed on academic suspension. For consistency with this more recently approved
      policy, the wording of the earlier policy should be changed from "completed 30 or more
      credits" to "attempted 30 or more credits." (Similarly, freshmen and transfers entering with
      fewer than 30 hours will be placed on academic suspension if they have not satisfied the
      computer competency requirement by the time they have attempted 45 hours at the
      university. Note that the hold flag functions as a strong warning for these students at the 30-
      hour milestone.)

      The following procedures relating to hold flag generation will be implemented:
      a. A student may appeal the hold flag by filling out an on-line form explaining the reason
         why the student wants to delay dealing with the computer competency requirement but
         continue taking classes. (A paper version of the form will also be available, e.g., for those
         students who want to submit documentation about extenuating circumstances, but the on-
         line form will probably be more convenient for most students and more convenient to
         process.) The student will submit this form to the Computer Literacy Coordinator in the
         Computer Science Department, who will review the reason and if appropriate temporarily
         release the hold flag.
      b. If the student's appeal is not accepted by the Computer Literacy Coordinator, the student
         may appeal to the Computer Science Department Chair, and, if not satisfied with the
         results at this level, may appeal to the Dean of Liberal Arts and Sciences.

   4. On rare occasions a student may claim that he/she has taken at another institution a set of two
      or more courses which together cover all the material covered in Computer Literacy. He/she
should contact the Computer Literacy Coordinator for evaluation of this claim. If the Coordinator concurs with the student, the Coordinator will notify the Registrar that the student should have his/her competency recorded by entering 0701050 with a grade of P on the student's transcript.

2. Rationale:

1. Library data base searching is covered in College Composition I and II, generally with presentations by library personnel.

2. a. Having a limit on the number of times a student can take the exam will prevent students from trying the exam many times when they should really be taking the Computer Literacy course.

   b. Recording an unsuccessful attempt on the student's permanent record may discourage relatively competent but cautious students from taking the exam.

3. This is the procedure for dealing with enforcement.

4. A procedure for handling special cases should be available but used only when appropriate.