

Glassboro State College Senate Curriculum Committee

Approval Form

Proposal Title: New Course - End User Computing - Business Applications

Sponsor(s) Daniel Davis Dept.: Management Ext. 6031

Check one: Course Specialization Concentration Minor Achievement Certificate
 Certification Program Major Program Minor Change (please name deletion or credit/title/catalog change)

Undergraduate Graduate 1.0 Credit Hours

<p>Step 1 (Department)</p> <p><input checked="" type="checkbox"/> Approved <u>11/17/87</u> Date</p> <p><input type="checkbox"/> Not Approved</p> <p><u>Robert Lynch</u> Dept. CC Chairperson</p> <p><input checked="" type="checkbox"/> Reviewed <u>11/18/87</u> Date</p> <p><u>[Signature]</u> Dept. Chairperson</p>	<p>Step 2 (Receipt)</p> <p><input type="checkbox"/> SCC# <u>87-88-14</u></p> <p>Proposal Received <u>11/18/87</u> Date</p> <p><u>Brenda A. Bolay</u> SCC Chairperson</p>	<p>Step 3 (School CC)</p> <p>Reviewed <u>11/25/87</u></p> <p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved</p> <p>Comments:</p> <p><u>[Signature]</u> School Curr. Comm. Chairperson</p>
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Step 4 (Academic Dean) **Comments:**

Recommend
 Not Recommend
 Conditionally Recommend (see comments)

Reviewed 11/20/87
Date

[Signature]
Signature, Dean of School

Step 5 (SCC)

Open Hearing 11/18/87
Date

Approved by Senate Curriculum Committee 2/16/88
Date

Returned to sponsor(s) for the following reasons:
consultation with Computer Science - changes reflected in new title and direct applications to Business Software Programs.

Step 6 (Senate)

Presented to Senate 2/26/88
Date

Approved Not Approved

Notification to Vice-President for Academic Affairs 3/1/88
Date

Brenda A. Bolay
Signature, SCC Chairperson

Step 6 (Senate)

Received 3/3/98
Date

Approved YES No

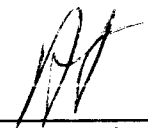
If no, reasons are as follows:

Student credit hours 1

Faculty load hours 1

Equalized credit hours 1

Official copy and approval sheet filed 5-11-98
Date



Signature, Vice-President for Academic Affairs

Registrar

Approved course description received _____
Date

Hegis Taxonomy and Course Number assigned _____

Signature, Registrar Date

Notification forwarded:

- Senate Curriculum Committee Chairperson
- Department Chairperson(s)
- Academic Dean(s)
- Registrar
- Sponsor(s)

GLASSBORO STATE COLLEGE
SCHOOL OF BUSINESS ADMINISTRATION

NEW COURSE PROPOSAL

Course Proposal Format

Details

Course Title: End User Computing - Business Applications

Sponsor: Daniel W. Davis Assistant Professor
School of Business Administration

Course Level: Sophomore

Curricular effect: This course will be taken as either a business elective or free elective. There are three End User Computing modules - a business application module, an electronic spreadsheet module, and a database management module. Each module is one credit.

Prerequisites: Computer Literacy

Suggested time and scale of implementation:

This new course should be offered in the Fall 1988 to coincide with the changes necessary for the Challenge Grant.

Adequacy of present staff:

There are several faculty in the School of Business Administration, Computer Science Department and elsewhere at the College that are qualified to teach this course.

Rationale

It is necessary for college graduates to be able to use various business applications software such as word processors, communications software, networking software, and statistical packages. This course will teach students how to use these business applications software used in the School of Business Administration. The computer literate person must be familiar with interacting with the computer in a networking environment. This course will familiarize students with the operating systems, networking system, and specific characteristics of the School of Business Administration's lab environment.

Essence of the Course

Objective of the course in relation to student outcomes:

This course is designed to give students in the School of Business Administration an opportunity to learn advanced features of a word processing on the computer and to learn the operating systems and network environment in the School of Business Administration.

Students must be able to:

1. learn the operating system environment on the college computers
2. be familiar with networking software
3. be familiar with business application packages used in the School of Business Administration.

Topical Outline and Content:

1. Operating System
2. Networking Software
3. Communication Software
4. File translation
 - a. word processor to word processor
 - b. ASCII to word processors
 - c. database to other formats
 - d. spreadsheet to other formats
5. Maintenance of computers, printers, floppy disks
6. Statistical package
7. Other software specific to School of Business

Result of Consultation:

Consultation with Challenge Grant business representatives, School of Business faculty and chairpersons, the Challenge Grant Committee, and the Math/Computer Science Department have been very supportive of the business applications, electronic spreadsheet, and database modules.

Catalog Description

This course introduces students to the operating system, network software, and various business applications software used in courses in the School of Business Administration.



GLASSBORO STATE COLLEGE

Mathematics and Computer Science Department

Glassboro, New Jersey 08028-1767 (609) 863-6044

MEMO

TO: Faculty Senate Curriculum Committee

RJC

FROM : Math/CS Dept. Curriculum Committee, Ron Czochor, Chair

DATE: December 17, 1987

RE: New course proposals entitled: "End User Computing -"

The Math/CS Dept. Curriculum Committee met on December 14 to discuss the new course proposals entitled "End User Computing - Word Processing (Electronic Spreadsheet) (Database Management)." Our current General Education course, "Computer Literacy", introduces all three topics at the end user level as well as from a more conceptual computer science point of view.

After having compared these new course proposals with the current syllabus of Computer Literacy and after having interviewed faculty who teach the course, we have come to the following conclusions:

1) the word processing course duplicates the material covered in Computer literacy.

2) most of the spreadsheet course duplicates the material covered in Computer Literacy, but the model building and analysis aspects of the proposed course are new and at a more advanced level.

3) much of the database course duplicates the material covered in Computer Literacy, but the topic on business application software that interfaces with the database management system is different.

We recommend that the course in word processing not be approved since it is included in a preexisting course. We recommend that the course in electronic spreadsheets be improved so that it is taught at a truly intermediate level. This course should concentrate on the model building and analysis that is possible using these spreadsheets. Finally, we recommend that the course in database management be constructed so that it is not an introduction to the topic, but rather concentrates on the business applications of this system.