


# BIOL 104 Human Biology: How the Human Body Works- CrsRvs-2019-10-25

- The workflow icon is no longer available. Please click on the Page Status after the orange circle icon near the page title. \*

## Form Information

 The page you originally access is the global template version. To access the template document that progresses through the workflow, please complete the following steps:

**First Step:** ONLY change the bracketed text in the proposal name to match one of the following naming formats. **You should remove the brackets as you do so.**

- For a course revision proposal: **SWST 201 Sidewalk Construction and Planning-CrsRvs-2019-09-02**
- For a course deletion proposal, you may modify the page code: **SWST 217 Construction of Cobblestone Sidewalks-CrsDel-2019-09-02**
- For a course revision that includes a new request for distance education approval, you may modify the page code: **SWST 440 Computer-Aided Sidewalk Design-CR/DE-2019-09-02**

**Note - you generally do not need to request DE approval again if the course is already on the approved list: [CLICK HERE TO SEE ALL APPROVED DE COURSES](#)**

**Second Step:** Click “SAVE” on bottom right

- DO NOT TYPE ANYTHING INTO THE FIRST PAGE OTHER THAN THE TEXT IN BRACKETS***
- Please be sure to remove the Brackets while renaming the page***

**Third Step:** Make sure the word **DRAFT** is in yellow at the top of the proposal

**Fourth Step:** Click on “**EDIT CONTENTS**” (*not EDIT*) and start completing the template. When exiting or when done, click “**SAVE**” (*not Save Draft*) on bottom right

When ready to submit click on the **Page Status** link next to the orange circle icon and hit approve. It will then move to the chair as the next step in the workflow.

*\*Indicates a required field*

<b>Proposer*</b>	Vida R. Irani	<b>Proposer Email*</b>	virani@iup.edu
<b>Contact Person*</b>	Vida R. Irani	<b>Contact Email*</b>	virani@iup.edu
<b>Proposing Department/Unit*</b>	Biology	<b>Contact Phone*</b>	7-2625

<b>Course Level*</b>	undergraduate-level
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Course Revisions	
<b>(Check all that apply; fill out categories below as specified; i.e. if only changing a course title, only complete Category A)</b>	
Category A:	Category B:
mod_pre_req	<p><i>* Teacher Education: Please complete the Teacher Education section of this form (below)</i></p> <p><i>* Liberal Studies: Please complete the Liberal Studies section of this form (below)</i></p> <p><i>* Distance Education: Please complete the Distance Education section of this form (below)</i></p> <p><i>Check the <b>APPROVED DE Course List - ON THE I-WIKI DOCUMENTS PAGE</b> before completing the Distance Education (DE) section. If the course is already approved for Distance Education, you DO NOT need to do another DE proposal.</i></p>

<b>Rationale for Proposed Changes (All Categories)</b>
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<p><b>(A) Why is the course being revised/deleted:*</b></p> <p><i>Please be specific - this should be more detail than the Summary for the Senate.</i></p>	<p>Since BIOL 104 is a required course for Minor-Biology and controlled elective for Minor-Forensic Biosciences, we cannot have this current prerequisite. To avoid overrides by department chair or dean's associate, we are removing this prerequisite. Additionally, with current Biology program revision, addressing this prerequisite will allow majors to use one 100-level BIOL course as a controlled elective.</p>
<p><b>(B) University Senate Summary of Rationale*</b></p>	<p><i>Please enter a single paragraph summary/rationale of changes or proposal for University Senate.</i></p> <p>Since BIOL 104 is a required course for Minor-Biology and controlled elective for Minor-Forensic Biosciences, we cannot have this current prerequisite. To avoid overrides by department chair or dean's associate, we are removing this prerequisite. Additionally, with current Biology program revision, addressing this prerequisite will allow majors to use one 100-level BIOL course as a controlled elective.</p>
<p><b>(C) Implications of the change on the program, other programs and the Students:*</b></p>	<p>Easier time for students to enroll in this course.</p>

Current Course Information*	
<b>Category A</b>	
<b>(D) Current Prefix*</b>	BIOL
<b>Proposed Prefix</b>	
<b>(E) Current Number*</b>	104
<b>Proposed Number</b>	
<b>(F) Current Course Title*</b>	Human Biology: How the Human Body Works
<b>Proposed Course Title</b>	
<b>(G) Current Prerequisite(s)</b>	Non-Biology Department majors/minors only
<b>Proposed Prerequisite(s)</b>	<p>Prerequisite is being changed to none</p> <p><i>Note: if the current prerequisite is being dropped, you must state that clearly here: "Prerequisite is being changed to none." If it is being kept, you should repeat it here. Please do not leave either prerequisite field blank. If both the current and proposed prerequisites are 'none', please write 'none' in both boxes.</i></p>
<b>(H) Current Catalog Description</b>	
<b>Proposed Catalog Description</b>	
<i>If changing Category A, no further action required.</i>	
<b>Category B (if no change, leave blank)</b>	
<p><b>(I) Repeatable Course</b></p> <p>This is only required for a course that can be repeated multiple times, such as an Independent Study or Internship. It does <u>not</u> refer to the D/F repeat process.</p>	<p>If YES, please complete the following:</p> <p>Number of Credits that May be Repeated:</p> <p>Maximum Number of Credits Allowed to be Repeated:</p>
<p><b>Proposed Repeatable Course</b></p>	<p>If YES, please complete the following:</p> <p>Number of Credits that May be Repeated:</p> <p>Maximum Number of Credits Allowed to be Repeated:</p>

<b>(J) Number of Credits</b>	Class Hours per week: Lab Hours: Credits:												
<b>Proposed Number of Credits</b>	Class Hours:Lab Hours:Credits:												
<b>(K) Current Course Student Learning Outcomes (SLOs)</b>													
<b>(L) Proposed Course Student Learning Outcomes (SLOs)</b>  For each outcome, describe how the outcome will be achieved	Note that the text box in the table expands  <table border="1" data-bbox="604 499 1120 688"> <thead> <tr> <th>SLO #</th> <th>Outcome</th> <th>How outcome is assessed</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> </tr> </tbody> </table>	SLO #	Outcome	How outcome is assessed	1			2			3		
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2													
3													
<b>(M) Previous Brief Course Outline</b>  <i>(It is acceptable to copy from old syllabus)</i>	<i>As outlined by the federal definition of a "credit hour", the following should be a consideration regarding student work - For every one hour of classroom or direct faculty instruction, there should be a minimum of two hours of out of class student work.</i>												
<b>(N) Brief Course Outline</b>  <i>(Give sufficient detail to communicate the content to faculty across campus. It is not necessary to include specific readings, calendar or assignments)</i>	<i>As outlined by the federal definition of a "credit hour", the following should be a consideration regarding student work - For every one hour of classroom or direct faculty instruction, there should be a minimum of two hours of out of class student work.</i>												

## Distance Education Section

- Complete this section only if adding Distance Education to a New or Existing Course

<b>If Completing this Section, Check the Box to the Right:</b>	<b>NOTE: you must check this box if the Course has previously been approved for Distance Education</b>
<b>Course Prefix/Number</b>	
<b>Course Title</b>	
<b>Type of Proposal</b>	<i>See CBA, Art. 42.D.1 for Definition</i>

<b>Brief Course Outline</b>	<p><i>Give an outline of sufficient detail to communicate the course content to faculty across campus. It is not necessary to include specific readings, calendar or assignments</i></p> <p><i>As outlined by the federal definition of a "credit hour", the following should be a consideration regarding student work - For every one hour of classroom or direct faculty instruction, there should be a minimum of two hours of out of class student work.</i></p>
<b>Rationale for Proposal (Required Questions from CBA)</b>	
<b>How is/are the instructor(s) qualified in the Distance Education delivery method as well as the discipline?</b>	
<b>For each outcome in the course, describe how the outcome will be achieved using Distance Education technologies.</b>	
<b>How will the instructor-student and student-student interaction take place? (if applicable)</b>	
<b>How will student achievement be evaluated?</b>	
<b>How will academic honesty for tests and assignments be addressed?</b>	

## Liberal Studies Section

*- Complete this section only for a new Liberal Studies course or Liberal Studies course revision*

<b>If Completing this Section, Check the Box to the Right:</b>	<b>NOTE: you must check this box if the Course/Program has previously been approved for Liberal Studies</b>
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<b>Liberal Studies Course Designations (Check all that apply)</b>	
<b>Learning Skills:</b>	
<b>Knowledge Area:</b>	

<p><b>Liberal Studies Elective</b></p> <p><b>Expected Undergraduate Student Learning Outcomes (EUSLOs)</b></p> <p>Map the Course Outcome to the EUSLO's</p>	<p><i>Please mark the designation(s) that apply - must meet at least one</i></p> <p><i>Map each course outcome to the appropriate EUSLOs that apply. Fill in the course outcome number</i></p> <p><i>See <a href="https://www.iup.edu/liberal/faculty-and-staff/euslos/">https://www.iup.edu/liberal/faculty-and-staff/euslos/</a> for additional information regarding mapping EUSLOs</i></p> <table border="1"> <thead> <tr> <th data-bbox="537 317 1268 373">Informed Learners demonstrate:</th> <th data-bbox="1268 317 1495 373">Course SLO #</th> </tr> </thead> <tbody> <tr> <td data-bbox="537 373 1268 464"> <ul style="list-style-type: none"> <li>the ways of modeling the natural, social and technical worlds</li> </ul> </td> <td data-bbox="1268 373 1495 464"></td> </tr> <tr> <td data-bbox="537 464 1268 554"> <ul style="list-style-type: none"> <li>The aesthetic facets of human experience</li> </ul> </td> <td data-bbox="1268 464 1495 554"></td> </tr> <tr> <td data-bbox="537 554 1268 644"> <ul style="list-style-type: none"> <li>the past and present from historical, philosophical and social perspectives</li> </ul> </td> <td data-bbox="1268 554 1495 644"></td> </tr> <tr> <td data-bbox="537 644 1268 735"> <ul style="list-style-type: none"> <li>the human imagination, expression and traditions of many cultures</li> </ul> </td> <td data-bbox="1268 644 1495 735"></td> </tr> <tr> <td data-bbox="537 735 1268 825"> <ul style="list-style-type: none"> <li>the interrelationships within and across cultures &amp; 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	<ul style="list-style-type: none"> <li>• civic engagement</li> </ul>	
	<ul style="list-style-type: none"> <li>• an understanding of the ethical and behavioral consequences of decisions and actions on themselves, on society, and on the physical world</li> </ul>	
	<ul style="list-style-type: none"> <li>• an understanding of themselves and a respect for the identities, histories and cultures of others</li> </ul>	

<p><b>How will each outcome be measured</b> (note should mirror (L) Student Learning Outcomes* (SLO) from the course proposal</p>	<i>Narrative on how the course will address the Selected Category Content</i>	
	<b>Course SLO #</b>	<b>Assessment Tool to be used to measure the outcome</b>
	1	
	2	

3	
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**All Liberal Studies courses are required to include perspectives on cultures and have a supplemental reading.  
Please answer the following questions.**

<p><b>Liberal Studies courses must include the perspectives and contributions of ethnic and racial minorities and of women whenever appropriate to the subject matter. Please explain how this course will meet this criterion.</b></p>	
<p><b>Liberal Studies courses require the reading and use by students of at least one non-textbook work of fiction or non-fiction or a collection of related articles. Please describe how your course will meet this criterion.</b></p>	

**Teacher Education Section**

*- Complete this section only for a new Teacher Education course or Teacher Education course revision*

<p><b>If Completing this Section, Check the Box to the Right:</b></p>	<p><b>NOTE: you must check this box if the Course/Program has previously been approved for Teacher Education related items</b></p>
<p><b>Course Designations:</b></p>	
<p><b>Key Assessments</b></p>	

	<p>For both new and revised courses, please attach (see the program education coordinator):</p> <ul style="list-style-type: none"> <li>• The Overall Program Assessment Matrix</li> <li>• The Key Assessment Guidelines</li> <li>• The Key Assessment Rubric</li> </ul> <p><b>File</b>   <b>Modified</b></p> <hr/> <p>No files shared here yet.</p> <ul style="list-style-type: none"> <li>• Drag and drop to upload or <a href="#">browse for files</a> </li> </ul>
<p><b>Narrative Description of the Required Content</b></p>	<p><i>How the proposal relates to the Education Major</i></p>

Please scroll to the top and click the Page Status if you are ready to take action on the workflow.  
Please submit an ihelp if you have any questions <http://ihelp.iup.edu>