Current Chair: Brian Morgan

Request for Undergraduate Course Addition

1. Prepare one paper copy and obtain signatures from the Department Chair/Head, Librarian, and College Dean. 2. Submit the form to your College Curriculum Committee. 3. After attaining the signature of the College Curriculum Chair, send the paper copy to Bernice Bullock in the Faculty Senate office. 4. Send an identical (sans signatures) ELECTROINIC COPY and all supporting documentation in PDF format by email to bullock@marshall.edu.

College: COLA Department/Division: Sociology & Anthr Alpha Designator/Number: SOC 489 Graded: ☉ CR/NC: ○

Contact Person: Anders Linde-Laursen Phone: 304-696-2788

NEW COURSE DATA:

New Course Title: Internship

Alpha Designator/Number: SOC 489

Title Abbreviation: Internship
(Limit of 30 characters and spaces.)

Course Description (Limit of 30 words): Supervised practicum founded on anthropological knowledge in a host institution. 40-45 hours of internship work correspond with 1 credit hour

Co-requisite(s): N/A First Term to be Offered: Fall 2010

Prerequisite(s): Six hours of Sociology Credit Hours: 1-4

Course(s) being deleted in place of this addition *(must submit course deletion form)*: N/A

CHECKLIST/REQUIREMENTS

1. After completing this two page form in its entirety, include a complete syllabus and route through the departments/committees below.
2. A complete syllabus can be from when this course was previously taught as a special topics course or by creating a new, intended syllabus to use with the course. The sample syllabus must at a minimum address the following areas:
   a. COURSE OBJECTIVES
   b. COURSE OUTLINE
   c. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATE
   d. INSTRUCTIONAL METHODS (Lecture, Lab, Internship, Practicum, etc...)
   e. EVALUATION METHODS (Unit/Chapter, Midterm, Final, Projects, etc...)
3. If this course will replace a course that is required by another department, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
4. If this course will be similar in title or content to another department's courses, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
5. Send a copy of this completed form to the Marshall University Catalog Editor.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head: _____	Date: _____
Registrar: _____	Date: _____
Librarian: _____	Date: _____
College Dean: _____	Date: _____
College Curriculum Chair: _____	Date: _____
University Curriculum Committee Chair: _____	Date: _____
Faculty Senate Chair: _____	Date: _____
VP Academic Affairs/VP Health Science _____	Date: _____

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Additional Information Required for Undergraduate Course Addition

College: COLA Department/Division: Sociology and Ant Alpha Designator/Number: SOC 489

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

1. Identify by name the faculty in your department/division who may teach this course.

This course will be administrated by an appointed internship coordinator or the department chair.

2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.

N/A

3. If this course will be required by a department/division other than your own, identify by name.

N/A

4. If there are any agreements required to provide clinical experience, attach details and signed agreements.

N/A

5. If library resources are deemed inadequate, attach a plan to overcome this. The plan must include the cost as stated by the Dean of Libraries.

N/A

6. EQUIPMENT/SUPPLIES NEEDED TO TEACH THIS COURSE (this does not refer to additional equipment/supplies that need to be purchased; simply what materials are needed in order to teach this course successfully.):

N/A

7. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE OR GRADUATE COURSE (please also submit to Graduate Council course addition for 5xx graduate component):

N/A

8. PROVIDE A COMPLETE BIBLIOGRAPHY INCLUDING ALL PUBLICATIONS RESEARCHED TO CREATE THIS COURSE AND WHAT PUBLICATIONS MAY BE BENEFICIAL TO STUDENTS TAKING THIS COURSE (separate page).