Wilkes University Curriculum Committee

PROPOSAL SUBMITTAL FORM

Directions:

- Use this set of forms for all proposals sent to the Curriculum Committee.
- Pages 1-3 of this document are required. Any unnecessary forms should be deleted from the packet before submissions. If multiple forms are needed (course addition, course deletion, etc), simply copy and paste additional forms into this packet.
- Note that all new programs (majors and minors), program eliminations, significant program revisions and all general education core revisions must be reviewed and approved by the Provost and Academic Planning Committee (APC) prior to submission to the Curriculum Committee. The Provost will make the decision if a program revision requires APC review.
- Completed and signed forms are due no later than the second Tuesday of every month. Submit one signed original hard copy and a scanned electronic copy with all signatures to the Chair of the Curriculum Committee.

1. Originator: Name Amjad Nazzal
   Department Electrical Engineering and Physics
   Phone and email x3276 amjad.nazzal@wilkes.edu

2. Proposal Title: Separate PHY 201/202 lecture and lab components

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”).

- [ ] New Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
- [ ] New Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary.
- [ ] Elimination of Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
- [ ] Elimination of Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary.
- [ ] Program Revision. Significant revisions to a program require review and approval by the Provost. The Provost determines if review and approval by APC is necessary.
- [ ] General Education Revision. Submissions only accepted from the General Education Committee (GEC). Must be reviewed and approved by the Provost.
- [ ] Creation of new departments, elimination of existing department. This requires prior review and approval by the Provost and APC.
- [ ] Course additions or deletions not affecting programs (such as elective courses, transition of “topics” courses to permanent courses).
- [ ] Change in course credit or classroom hours.
- [ ] Incidental Changes. Includes changes in course/program title, course descriptions, and course prerequisites. (Although these changes do require approval by the Curriculum Committee, they do not go before the full faculty for approval).
- [ ] Other (Specify)
4. Indicate the number of course modification forms that apply to this proposal:

2 Course Addition Form (plus syllabi)
2 Course Deletion Form
2 Course Change Form

5. Executive Summary of Proposal.

Briefly summarize this proposal. The breadth and depth of this executive summary should reflect the complexity and significance of the proposal. Include an overview of the proposal, background and reasoning behind the proposal and a description of how the proposal relates to the mission and strategic long-range plan of the unit and/or university. For incidental changes a one or two sentence explanation is adequate.

Insert Text Here...

Background: Currently, PHY 201 and PHY 202 are 4 credit courses. Each includes a lab component for a total of 6 contact hours/week (4 hours of lecture and 2 hours of lab).
Overview: This proposal seeks to separate the lab component from the 4 credit PHY 201/202 courses, making PHY 201 and PHY 202 each a 3 credit course, and creating a 1 credit lab course for PHY 201 and PHY 202. The new lab courses will be named PHY 204 (to accompany PHY 201) and PHY 205 (to accompany PHY 202). This maintains consistency with our existing scheme in which the laboratory component of PHY 203 (Modern Physics) is PHY 206.

Reasoning:

1) Make it easier to transfer AP credits to Wilkes, students with acceptable AP scores on AP Physics C-Mechanics (E&M) can directly transfer this to 3 credits of PHY 201 (202) and sign up for the lab independently to complete program requirements in Engineering and Science.

2) A significant portion of transfer credit requests come from institutions that have separate course credit for PHY 201 (and 202) lecture and lab. Evaluating and handling these requests has been always a challenge for the students, faculty, department chairs, admissions, and registration. Likewise, non-Wilkes students seeking to take PHY 201 (or PHY 202) at Wilkes, especially in the summer, often request to take 3 credits of PHY 201 (or 202) to meet their program requirements at their home schools, which is not possible in the current format and structure of these courses at Wilkes.

3) The current format does not do all students justice, if a student does well in the lab but ends up failing the course (due to poor performance in other course component(s)), they will have to repeat the same lab work when they re-take the course. Instructors teaching these courses feel they need a systematic and fair policy for this issue. The suggested format resolves this conflict.

6. Other specific information. (Not applicable for incidental changes.)

What other programs, if any, will be affected by this proposal? Describe what resources are available for this proposal. Are they adequate? What would be the effect on the
curriculum of all potentially affected programs if this proposal were adopted? Include any potential effects to the curriculum of current programs, departments and courses.

In principle, this change should not have an immediate pedagogical or curricular impact on any other program. However, program outlines and course descriptions that require PHY 201 and PHY 202, should explicitly identify the requirement they desire for their students (e.g., PHY 201/202 and the lab courses PHY 204/205). Below, is a list of potential changes that need action from the relevant CSE departments (the examples below are from the Math and Computer Science Department and Chemistry Department section of the bulletin):

- Science Electives for Computer Science Majors:

  The bulletin currently reads: PHY 201; PHY 202
  
  With the proposed change, it should read: PHY 201 (3 credits) and PHY 204 (1 credit); PHY 202 (3 credits) and PHY 205 (1 credit)

- CHM-351 lists PHY 202 as a pre-requisite; it needs to specify if PHY 202 and PHY 205 are pre-requisites, or, just keep PHY 202 alone as a pre-requisite.

- CHM-355 lists PHY 202 as a pre-requisite; it needs to specify if PHY 202 and PHY 205 are pre-requisites, or just keep PHY 202 alone as a pre-requisite.

7. Program Outline. (Not applicable for incidental changes).

   A semester-by-semester program outline as it would appear in the bulletin for a new program or any modified program with all changes clearly indicated.

   NA
8. Signatures and Recommendations. (please date)
   - Signatures of involved Department chair(s) and Dean(s) indicate agreement with the proposal and that adequate resources (library, faculty, technology) are available to support proposal.
   - If a potential signatory disagrees with a proposal he/she should write “I disagree with this proposal” and a signed statement should be attached to this submission.

Prof. Barbara Bracken, Chair MTH/CS  
Print Name/Title  Signature  Date

Prof. Amy Bradley, Chair CHM  
Print Name/Title  Signature  Date

Prof. Sid Halsor, Chair ENV/EES  
Print Name/Title  Signature  Date

Prof. Henry Castejon, Chair ME  
Print Name/Title  Signature  Date

Prof. Gregory Harms, Chair EE/PHY  
Print Name/Title  Signature  Date

Department chair(s) of all potentially affected programs

Dr. William Hudson, Dean CSE  
Print Name/Title  Signature  Date

Dean(s) of any potentially affected College/School.

Print Name  Signature  Date

Registrar

Provost (For new programs, significant revisions and revisions to the General Education Program revisions only).

Provost should check here ____ if this proposal is a program revision AND the significance of the revision requires review and approval by APC prior to Curriculum Committee.

Wilkes University Curriculum Committee
1. Course Title: General Physics I Lab

2. Course Number: _______PHY 204________________________
   Coordinate with Registrar to insure course number is available

3. Course Credit Hours: 1.0
   Classroom Hours_____ Lab Hours___x___ Other_____

4. Course Co-requisites/Prerequisites: PHY 201

5. Course Description (as proposed for the Bulletin): Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.

One credit

This is a one-semester introductory physics laboratory course for science and engineering students. Experiments are performed to reinforce the concepts learned in PHY 201. Includes one two-hour laboratory exercise per week. Fee: $100
   Co-requisite: PHY 201

6. Required Documentation:
   Proposed Syllabus Attach proposed syllabus immediately after this document. In some situations the official syllabus may contain information which is beyond the review needs of the Curriculum Committee (such as extensive rubrics, etc). It is permissible to attach an abbreviated syllabus. In general, syllabi (whether full or abbreviated) should contain the following information: Course Title, Course Number, Credit hours, Faculty Information (name contact information, office hours), Course Description, Course Outcomes or Objectives, Assessment (grading) informations, required texts (or other things such as tools, software, etc), pertinent policies and a proposed schedule of topics.

Attached

Wilkes University Curriculum Committee
1. Course Title: General Physics II Lab

2. Course Number: ___ PHY 205 __________
   Coordinate with Registrar to insure course number is available

3. Course Credit Hours: 1.0
   Classroom Hours _______ Lab Hours __x__ Other_____

4. Course Co-requisites/Prerequisites: PHY 202

5. Course Description (as proposed for the Bulletin): Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.

   One credit
   This is a one-semester introductory physics laboratory course for science and engineering students. Experiments are performed to reinforce the concepts learned in PHY 202. Includes one two-hour laboratory exercise per week. Fee: $100
   Co-requisite: PHY 202

6. Required Documentation:
   Proposed Syllabus Attach proposed syllabus immediately after this document. In some situations the official syllabus may contain information which is beyond the review needs of the Curriculum Committee (such as extensive rubrics, etc). It is permissible to attach an abbreviated syllabus. In general, syllabi (whether full or abbreviated) should contain the following information: Course Title, Course Number, Credit hours, Faculty Information (name contact information, office hours), Course Description, Course Outcomes or Objectives, Assessment (grading) information, required texts (or other things such as tools, software, etc), pertinent policies and a proposed schedule of topics.

   Attached
Wilkes University Curriculum Committee
COURSE CHANGE FORM

Directions: Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

Course Number:  PHY 201
Course Title:   General Physics I

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Existing</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Credit hours. (Indicate classroom, lab or “other” hours.)</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Course Prerequisites</td>
<td>MTH 111 (co-requisite)</td>
<td>MTH 111 (co-requisite), PHY 204 (co-requisite)</td>
</tr>
<tr>
<td>Course Description (as proposed for Bulletin)¹</td>
<td>PHY 201 General Physics I</td>
<td>PHY 201 General Physics I</td>
</tr>
<tr>
<td>Four credits</td>
<td>Three credits</td>
<td></td>
</tr>
<tr>
<td>A thorough grounding in the concepts, principles, and laws of mechanics, thermodynamics, and wave motion. Instruction by demonstration and lecture, recitation, problem solving, and experimental work. Three hours of demonstration and lecture, one hour of recitation, and two hours of lab per week. Fee: $100. <strong>Co-requisite: MTH 111</strong>. Students should be registered for lecture, plus one laboratory section for a total of <strong>four credits</strong>.</td>
<td>A thorough grounding in the concepts, principles, and laws of mechanics, and wave motion. Instruction by demonstration and lecture, recitation, and problem solving. Four hours of demonstration and lecture per week. <strong>Co-requisites: MTH 111, PHY 204</strong></td>
<td></td>
</tr>
</tbody>
</table>

¹ Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.
Wilkes University Curriculum Committee  
COURSE CHANGE FORM

**Directions:** Use this form to change information relating to an existing course. Please note, changes to course number require separate course addition/deletion forms (not this form!). Only indicate changes that are proposed (existing and proposed), other fields should be left blank.

**Course Number:**  PHY 202  
**Course Title:**  General Physics II

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Existing</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Credit hours.</strong> (Indicate classroom, lab or “other” hours.)</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td><strong>Course Prerequisites</strong></td>
<td>PHY 201 (prerequisite), MTH 112 (co-requisite)</td>
<td>PHY 201 (prerequisite), MTH 112 (co-requisite), PHY 205 (co-requisite)</td>
</tr>
</tbody>
</table>
| **Course Description (as proposed for Bulletin)** | PHY 202 General Physics II  
**Four credits**  
Electricity and magnetism, optics and light. Three hours of demonstration and lecture, one hour of recitation, and two hours of lab per week. Fee: $100.  
Prerequisite: PHY 201.  
Co-requisite: MTH 112.  
Students should be registered for lecture, plus one laboratory section for a total of four credits. It is the student's responsibility to ensure that she/he meets the academic requirements (co-requisite, pre-requisite, etc) of this course. Students who fail to demonstrate documented and acceptable evidence of meeting these requirements will be automatically dropped out of the course when this violation is identified. | PHY 202 General Physics II  
**Three credits**  
A thorough grounding in the concepts, principles, and laws of Electricity and magnetism, optics and light. Instruction by demonstration and lecture, recitation, and problem solving. Four hours of demonstration and lecture per week.  
**Co-requisites:** MTH 112, PHY 205 |

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1 Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.