

**The Ohio State University**  
**Colleges of the Arts and Sciences Course Change Request**

Academic Unit \_\_\_\_\_

USAS \_\_\_\_\_

120D \_\_\_\_\_

Book 3 Listing (e.g., Portuguese) \_\_\_\_\_

Course Number \_\_\_\_\_

Summer      Autumn      Winter X      Spring      Year 2006

Proposed effective date, choose one quarter and put an "X" after it; and fill in the year. See the OAA curriculum manual for deadlines.

**A. Course Offerings Bulletin Information.** Follow instructions in the OAA curriculum manual. Before you fill out the "Present Course" information, be sure to check the latest edition of the *Course Offerings Bulletin* and subsequent Circulating Forms. You may find that the changes you need have already been made or that additional changes are needed. If the course offered is less than quarter or term, please also complete the Flexibly Scheduled/OffCampus/Workshop Request form.

**COMPLETE ALL ITEMS THIS COLUMN**

**Present Course**

1. Book 3 Listing: USAS \_\_\_\_\_
2. Number: 120 \_\_\_\_\_
3. Full Title: Internet Tools & Research Techniques \_\_\_\_\_
4. 18-Char. Transcript Title: INTERNET TOOLS&RES \_\_\_\_\_
5. Level and Credit Hours U 1 \_\_\_\_\_
6. Description: This 4-week online course teaches how to (25 words or less) use Web browsers, email, online discussion tools, and research skills for the Internet and library database. \_\_\_\_\_
7. Qtrs. Offered : SU, AU, WI, SP \_\_\_\_\_
8. Distribution of Contact Time: (e.g., 3 cl, 1 3-hr lab) \_\_\_\_\_
9. Prerequisite(s): Permission of the department \_\_\_\_\_
10. Exclusion: (Not open to....) \_\_\_\_\_
11. Repeatable to a maximum of \_\_\_\_\_ credits.
12. Off-Campus Field Experience: \_\_\_\_\_
13. Cross-listed with: n/a \_\_\_\_\_
14. Is this a GEC course? no \_\_\_\_\_
15. Grade option (circle): Ltr S/U P  
If P graded, what is the last course in the series? \_\_\_\_\_
16. Is an honors version of this course available? No \_\_\_\_\_
17. Other general course information: This is a 4 week course that begins in the 4<sup>th</sup> week of the quarter. \_\_\_\_\_

**COMPLETE ONLY THOSE ITEMS THAT CHANGE**

**Changes Requested**

1. ARTS&SCI \_\_\_\_\_
2. 120D \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. This 4-week online course teaches about Internet browsing and communication tools, effective search and Web evaluation strategies. See: <http://liblearn.osu.edu> \_\_\_\_\_
7. AU, WI, SP \_\_\_\_\_
8. \_\_\_\_\_
9. Permission of the instructor \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_

**B. General Information**

1. Do you want the prerequisites enforced electronically (see the OAA manual for what can be enforced)?  
Yes

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2. Does this course currently satisfy any GEC requirement, if so indicate which category?  
No

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3. What other units require this course? Have these changes been discussed with those units?  
None

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4. Have these changes been discussed with academic units that might have a jurisdictional interest in the subject matter? Attach relevant letters.  
Not applicable

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5. Is the request contingent upon other requests, if so, list the requests?  
No

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6. Purpose of the proposed change. (If the proposed change affects the content of the course, attach a revised syllabus and course objectives.)  
Moving this course to Arts & Sciences will support the College's emphasis on interdisciplinary studies.  
Students from many different academic units enroll in this course and the content is widely applicable.

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7. Describe any changes in library, equipment or other teaching aids needed as a result of the proposed change.  
None

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8. If the proposed change involves budgetary adjustments, describe the method of funding:  
Not applicable

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**Approval Process** The signatures or actions on the lines in ALL CAPS ( e.g. ACADEMIC UNIT) are required.

1. Academic Unit Undergraduate Studies Committee Chair Printed Name Date

2. Academic Unit Graduate Studies Committee Chair Printed Name Date

*[Signature]* *Edward Adelson* 9-23-05  
3. ACADEMIC UNIT CHAIR/DIRECTOR Printed Name Date

4. AFTER THE ACADEMIC UNIT CHAIR/DIRECTOR SIGNS THE REQUEST, FORWARD IT TO THE COLLEGES OF THE ARTS AND SCIENCES CURRICULUM OFFICE, 161 DENNEY HALL, 164 WEST 17TH AVENUE. THE ASC CURRICULUM OFFICE WILL FORWARD THE REQUEST TO THE APPROPRIATE COLLEGE CURRICULUM COMMITTEE.

N/A  
5. COLLEGE CURRICULUM COMMITTEE Printed Name Date

*[Signature]* *Edward Adelson* 9-23-05  
6. ARTS AND SCIENCES EXECUTIVE DEAN Printed Name Date

7. Graduate School (if appropriate) Printed Name Date

8. University Honors Center (if appropriate) Printed Name Date

9. Office of International Affairs (study tours only) Printed Name Date

10. ACADEMIC AFFAIRS Printed Name Date