

UMBC UGC New Course Request: NAVY 105 Naval Science Leadership Lab

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COURSE INFORMATION:

Course Number(s)	NAVY 105
Formal Title	Naval Science Leadership Lab
Transcript Title (≤30c)	Naval Science Leadership Lab
Recommended Course Preparation	none
Prerequisite NOTE: Unless otherwise indicated, a prerequisite is assumed to be passed with a "D" or better.	Permission by the Professor of Naval Science with concurrent registration with a Department of Naval Science Course.
Credits	1
Repeatable?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Max. Total Credits	8 <small>This should be equal to the number of credits for courses that cannot be repeated for credit. For courses that may be repeated for credit, enter the maximum total number of credits a student can receive from this course. E.g., enter 6 credits for a 3 credit course that may be taken a second time for credit, but not for a third time. Please note that this does NOT refer to how many times a class may be retaken for a higher grade.</small>
Grading Method(s)	<input checked="" type="checkbox"/> Reg (A-F) <input type="checkbox"/> Audit <input type="checkbox"/> Pass-Fail

PROPOSED CATALOG DESCRIPTION (no longer than 75 words):

This laboratory introduces the student to a variety of instructional sessions and/or activities that will develop the leadership component of the Naval ROTC program. The Naval Science leadership lab may include, but not be limited to, close-order drill, physical fitness training, ceremonial functions, Department of the Navy policy, guest lecturers, general military training (GMT), Anti-Terrorism Force Protection (ATFP), traffic safety, nutrition, stress management, prevention of sexual harassment, and operations security.

RATIONALE FOR NEW COURSE:

a) **Why is there a need for this course at this time?** For students to be successful U.S. Navy and Marine Corps officers, leadership and physical fitness opportunities must be provided for them to develop the critical background knowledge in the organization and policies of the U.S. Navy and Marine Corps. The Naval Reserve Officer Training Corps (NROTC) is the building block for the officer corps of the Navy and Marine Corps. The program educates and trains young men and women for leadership positions in an increasingly technical Navy and Marine Corps. The ultimate goal of the NROTC is for students to prepare for commissioning as a U.S. Navy or Marine Corps officer. It exposes them to an array of military topics and disciplines, and prepares them for early experiential leadership and management opportunities, professional studies, and life. The course will be set up as a series of instructional sessions, each of which incorporates many of the skills and competencies outlined above. The course will consist of 2 hours of interactive laboratory and two 1-hour physical fitness sessions each week.

b) **How often is the course likely to be taught?** The course will be piloted in the Fall 2016 semester and the course will be taught every fall and spring semester (twice per Academic Year). Once approved, the course will be adopted into the NROTC program at UMBC program as part of its Naval Science curriculum offerings.

c) **How does this course fit into your department's curriculum?** This course is designed to fulfill the U.S. Navy-mandated Naval Science Laboratory requirement. The course is a foundational skills course for midshipmen/students focused on joining the NROTC program and commissioning as an officer in the U.S. Navy or Marine Corps. Students will practice the professional competencies required to become a naval officer and develop concepts that are core to the Navy and Marine Corps such as the leadership, physical fitness, Department of the Navy program and policy review, specific military training topics, and exposure to Navy and Marine Corps Officers and Senior Enlisted Marines, which will provide a foundation for further study within the Naval Science/NROTC program. The Naval Science leadership lab may include, but not be limited to, close-order drill, physical fitness training, ceremonial functions, Department of the Navy policy, guest lecturers, General Military Training (GMT), Anti-Terrorism Force Protection (ATFP), small arms handling, traffic safety, nutrition, stress management, prevention of sexual harassment, and operations security.

d) **What primary student population will the course serve:** This course is intended for NROTC scholarship students and those students who wish to join the NROTC program and commission as an officer in the U.S. Navy or Marine Corps. It is NOT open to all enrolled UMBC students. This laboratory course is designed to augment the classroom courses taught by the Department of Naval Science each semester and is envisioned to be a “hands on” practicum for the NROTC program for an initial section of 15-30 students. The laboratory provides a unique perspective of the military and leadership development and will be only open to those students in receipt of a national Naval Reserve Officer Training Corps scholarship and those freshman and sophomore students interested in joining the NROTC program.

e) **Why is the course offered at the level (ie.100, 200, 300, or 400 level) chosen?** This course is intended for NROTC scholarship students and those UMBC students seeking to join the NROTC unit who desire a commission in the U.S. Navy or Marine Corps and serves a comprehensive “hands on” practicum for the NROTC program. The NROTC program is designed as a four year leadership education continuum and as such, the Leadership Laboratory will provide supplementary military experiences, physical fitness, and leadership opportunities for members of the NROTC program.

f) **Explain the appropriateness of the recommended course preparation(s) and prerequisites(s).** This class is one of the required naval science courses required for completion of the commissioning requirements for the NROTC scholarship. At this point, the prerequisite is to be enrolled in the NROTC program and enrolled in a Department of Naval Science course during the semester.

g) **Explain the reasoning behind the P/F or regular grading method.** Students are able to take a pass/fail course only after they have completed 30 or more credits. Because this class is intended to compliment and augment a student’s Naval Science course, it should only be available as a course with a regular grading method.

h) **Provide a justification for the repeatability of the course.** The NROTC program is designed as a four year leadership education continuum and as such, the Leadership Laboratory will provide supplementary military experiences, physical fitness, and leadership opportunities for members of the NROTC program. With each student enrolled in the NROTC program taking required Naval Science classes each semester, this leadership laboratory ensures continuity, physical fitness, and professional development during the eight semesters required to complete a degree at UMBC and commission as a U.S. Navy or Marine Corps Officer.

ATTACH COURSE OUTLINE (mandatory):

NAVY 105 – SYLLABUS
NAVAL SCIENCE LEADERSHIP LABORATORY

Fall 2016

Meeting Times: One 2-hour lab session plus two 1-hour physical fitness sessions per week

Location/Time: TBD

Course Coordinators: CAPT Troy Mong CDR Stew Wennersten
UC 116, 410-455-8035 UC 116, 410-455-8035
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Office Hours: The coordinators' office door is open most of the time - feel free to drop in and visit. If no one is available, please arrange an appointment via email. When sending an email, always include your full name and course number in the subject line. Also, use your UMBC email account to ensure validity and delivery.

Fixed office hours for the Course Coordinators will be provided on the official syllabus for this class.

Resources: NAVPERS 1610/2 Officer Fitness Report

There is no specific assigned text for this laboratory. Any assigned readings or handouts, websites, and potential guest lecturers will be promulgated to Naval Reserve Officer Training Corps (NROTC) program students.

Computers: Students are permitted to use computers during lab for note-taking and other class-related work. All electronic media will be provided by the NROTC unit. Those using computers during class for work or communication not related to that class must leave the classroom for the remainder of the class period.

Blackboard Site: A Blackboard course site is set up for this course. Each student is expected to check the site throughout the semester as Blackboard will be the primary venue for outside classroom communications between the instructors and the students. Students may access the course site and support at <https://blackboard.umbc.edu>.

Course Description: NAVY 105 is designed to fulfill the U.S. Navy-mandated Introduction to Naval Science laboratory requirement. The course is a foundational skills course for midshipmen/students focused on joining the NROTC program and commissioning as an officer in the U.S. Navy or Marine Corps. Students will practice the professional competencies required to become an officer and develop concepts that are core to the Navy and Marine Corps such as the leadership, physical fitness, ethics, specific military training topics, and exposure to Navy and Marine Corps Officers and Senior Enlisted Marines, which will provide a foundation for further study within the Naval Science/NROTC program. The Naval Science leadership lab may

include, but not be limited to, close-order drill, physical fitness training, ceremonial functions, Department of the Navy policy, guest lecturers, general military training (GMT), Anti-Terrorism/Force Protection (AT/FP), small arms handling, traffic safety, nutrition, stress management, prevention of sexual harassment, and operations security.

Prerequisites: Permission of the Professor of Naval Science and concurrent registration with a Department of Naval Science course.

Course Purpose: For students participating in the NROTC program. This curriculum provides guidelines for introducing midshipmen to the basic leadership and management practices and character development, Navy policies on physical fitness and wellness issues, ATFP, and improvement of their own individual physical fitness. The course, which provides a unique perspective of the military and leadership development, is primarily designed to begin preparing NROTC midshipmen for the U.S. Navy and Marine Corps. It is not the intent of this course to cover each of these areas in great detail, but rather to stimulate the students' interest for study and investigation in future courses and improve their personal fitness and make healthy lifestyle choices. This course is designed as a one-semester course to be taken repeatedly each semester as part of a continuum of learning within Department of Naval Science curricula to prepare students for post graduate life as Navy and Marine Corps officers. Instructors will promote critical thinking skills throughout this course of instruction and provide opportunities for students to demonstrate progression in the cognitive, affective and physical domains. Although this course focuses primarily on the cognitive and offers many opportunities for analysis, synthesis and evaluation, this curriculum can also be instructive in the affective domain as students practice valuing, organizing and internalizing aspects of the Navy's culture and methods as well as improvement in physical fitness and individual lifestyle choices. Lesson topics cover major areas of Department of Navy programs and policies.

The purpose of this course is to help you develop professional core competencies:

I. LEADERSHIP AND MANAGEMENT

A. Apply leadership and management skills to prioritize among competing demands.

1. Demonstrate the ability to establish meaningful goals and objectives.
2. Apply techniques of prioritization and time management to resources and personnel.

B. Apply leadership skills to achieve objectives.

1. Apply leadership and management skills to design work groups based on task requirements, group capability, and available resources.
2. Apply techniques and skills to measure organizational effectiveness by establishing qualitative and quantitative performance standards.

C. Demonstrate an understanding of the influence of the following on a leader's ability to achieve organizational goals:

1. Use of authority.
2. Degree of delegation and decentralization.
3. Officer-enlisted professional relationship.
4. Chain of command, including ship/squadron organization.
5. Morale and esprit de corps.

- D. Demonstrate characteristics of effective oral and written communication.
 - 1. Comprehend the communications process.
 - 2. Comprehend the major causes of communication breakdown and effective means to create healthy communication.
- E. Demonstrate an understanding of basic counseling skills.

II. PROGRAMS AND POLICIES

- A. Comprehend and apply current equal opportunity policies and programs.
- B. Comprehend and apply the official policies on prevention of sexual harassment, fraternization and hazing.
- C. Know the policies regarding family planning.
- D. Apply the fundamentals of Operational Risk Management and Time Critical Risk Management.
- E. Know Navy safety and environmental programs.
- F. Know the basic elements of personal financial management.
- G. Know current AT/FP procedures and requirements.
- H. Know basic administrative responsibilities of an officer including:
 - 1. Personnel administrative actions with regard to officer and enlisted service records, performance evaluations, advancement recommendations, and selection board procedures.

III. MILITARY CUSTOMS, TRADITIONS, AND REGULATIONS

- A. Know the origins and current usage of Naval customs and traditions.
 - 1. Demonstrate proper uniform wear.
 - 2. Correctly demonstrate military courtesies.
 - 3. Know military ceremonial functions including parade formations and funerals.
 - 4. Demonstrate close order drill.
 - 5. Demonstrate personnel inspection procedures.
 - 6. Know the requirements for, and be able to demonstrate a proper watch relief and the requirements, procedures, and format for keeping logs.

IV. NAVAL HISTORY

- A. Know the effect developing states and terrorist movements have had on the interests, policies, and strategies of the United States.

V. NAVAL WARFARE

- A. Comprehend the requirement for operations security for military forces including the following elements:
 - 1. Comprehend the Operations Security (OPSEC) process.
 - a. Understand the need for OPSEC, including recognition of the OPSEC threat.
 - b. Know the protective measures used in OPSEC.

VI. FITNESS AND WELLNESS PROGRAMS

- A. Comprehend current Navy or Marine Corps regulations, policies, and programs relative to the following wellness issues:

1. Substance and alcohol abuse prevention and detection, including urinalysis testing programs, treatment, and consequences.
2. Physical fitness, nutrition and weight control.
3. Operational Stress Control.
4. Suicide awareness.

VII. SMALL ARMS

A. Demonstrate proper handling and firing of U.S. service small arms using current safety procedures.

Course Learning Outcomes: By the end of this course, students will be able to:

- Apply leadership and management skills to prioritize among competing demands, establish meaningful goals and objectives, apply techniques of prioritization and time management to resources and personnel, and apply leadership skills to achieve objectives.
- Demonstrate characteristics of effective oral and written communication.
- Comprehend and apply current Navy and Marine Corps policies and programs.
- Know protective measures that can be utilized to combat terrorism.
- Comprehend current Navy or Marine Corps regulations, policies, and programs relative to the physical fitness and wellness issues such as substance and alcohol abuse prevention, physical fitness, nutrition and weight control, and suicide awareness.
- Improve individual physical fitness achievements over multiple semesters of course participation.
- Demonstrate the baseline knowledge required to effectively lead Sailors and Marines as a Naval Officer.

COURSE STRUCTURE

This is an introductory course instructed by a Department of Naval Science faculty member. Each week, students and faculty will meet for one 2-hour laboratory session and two 1-hour physical fitness sessions. Course activities include the following:

- Leadership/Fitness Report (20%). Each semester, the students will receive a Navy Fitness report evaluating their leadership performance (fitness report form/criteria attached).
- Homework/Assignments/Class Participation (40%). Students are expected to **read** and **study** any handouts provided ahead of class. This will allow the students to know the topics covered during the week and to be prepared for class. Participation is both quantitative and qualitative. A good baseline for each student to consider is to provide at least one relevant, critically thought-out, and original contribution during each class period. Quality is more important than quantity. Unexcused absences, tardiness, and lack of class preparedness will result in the reduction of this grade (2% per absence, 1% per tardiness).
- Physical Fitness Assessment (40%). Each semester, Navy students will participate in one Physical Readiness Test (PRT) as dictated by OPNAV Instruction 6110.1 (Series), Physical Readiness Program, Tables 2 and 3, PRT Standards for Males and Females Age 20-24

years, respectively. Additional physical fitness activities may also be included throughout the semester, such as field sports and team-building exercises.

GRADING AND EVALUATION

Letter grades will be assigned on a straight 90+ = A, 80+ = B, etc. basis. There is no curving; the grade is a reflection of how much students learned, not how much more or less they learned when compared to other students.

EVALUATION	% of GRADE
Leadership – Fitness Report	20
Homework/Assignments/Class Participation	40
Physical Fitness Assessment	40
TOTAL	100

PHYSICAL FITNESS TRAINING

Physical fitness is a crucial element of Navy and Marine Corps performance and must be part of every midshipman's life. Mission readiness and operational effectiveness are built on the physical fitness of the individual; therefore, all NROTC students and military personnel shall maintain personal fitness by regular exercise and proper nutrition. The principal goal of the Physical Readiness/Fitness Program is to create a culture of fitness to enhance a member's ability to complete tasks that support the command's mission. The NROTC unit Professor of Naval Science shall safely and effectively integrate physical readiness activities into the training program.

All students must strive for their highest levels of excellence in physical fitness and swimming skills. Navy Option midshipmen must obtain a Physical Fitness Assessment score of "Good" as outlined below in all areas.

Physical Fitness Standards – MALE						
Performance Level	Points	Curl-ups	Push-ups	1.5-mile run	500-yd swim	450-m swim
"Maximum"	100	105	87	8:30	6:30	6:20
Outstanding	90	98	81	9:15	7:30	7:20
Excellent	75	87	71	10:30	8:45	8:35
Good	60	58	47	12:00	11:30	11:20
Satisfactory	45	46	37	13:30	13:00	12:50
Failure	<45	<46	<37	>13:30	>13:00	>12:50

Physical Fitness Standards – FEMALE						
Performance Level	Points	Curl-ups	Push-ups	1.5-mile run	500-yd swim	450-m swim
"Maximum"	100	105	48	9:47	7:15	7:05
Outstanding	90	98	44	11:30	8:45	8:35
Excellent	75	87	39	13:15	10:00	9:50
Good	60	58	21	14:15	13:15	13:05
Satisfactory	45	46	16	15:30	14:30	14:20
Failure	<45	<46	<16	>15:30	>14:30	>14:20

Grading for Physical Fitness Assessment will be as follows based upon score:

Excellent or above: A

Good: B

Satisfactory: C

Failure: F

COURSE POLICIES

Classroom Conduct: The Instructor acts as a facilitator to ensure discussions remain pertinent to the subject matter and that the interaction among students remains on a professional level. Thorough preparation and participation are critical to success, but so are demonstrated respect and consideration for your classmates' views and opinions. Inappropriate behavior or conduct will not be tolerated and can result in dismissal from the course.

Apart from the military courtesies extended to the instructor by the NROTC students, the classroom behavior of all students should be "collegiate," courteous, and respectful. Students are free to interject and question, even without waiting for direct recognition from the instructor (i.e. raising hand and being called upon), so long as the interjection is not unduly disruptive. Both students and the instructor will "police" classroom behavior.

Respect the viewpoints of others. Discussions of controversial subject matter will arise in class. Your candid opinions are required to meet seminar objectives. However, remarks intended to offend classmates, or slurs that target race or religion will not be tolerated. And while students are encouraged to have "thick skins" regarding the viewpoints of others, when remarks create a hostile classroom environment the dialogue suffers. A simple standard will be applied to controversial remarks: Was the intent of the remark to heighten the dialogue?

Any views expressed by the instructor, unless specifically attributed otherwise, should be considered the personal views of the instructor and may not be representative of any official policy or viewpoint of the government, U.S. Naval Services or UMBC.

Honor Code: "A midshipman does not lie, cheat, or steal, nor tolerate those who do." All students are responsible for knowing and adhering to the academic integrity policy of this institution. Violations of this policy may include: cheating, plagiarism, aid of academic dishonesty, fabrication, lying, bribery, and threatening behavior. Students who are found to be in violation of the academic integrity policy will be subject to both academic sanctions from the faculty member and non-academic sanctions (including but not limited to university probation, suspension, or expulsion).

Attendance: Your presence at every laboratory session is mandatory and expected. Unusual circumstances will be handled on a case-by-case basis. Absences are to be arranged with the Instructor prior to the class session. Subsequent make-up work will be assigned accordingly. If you need to miss class due to illness, or are otherwise unexpectedly detained, you must notify

your class leader no later than 15 minutes prior to the beginning of class. An “excused” absence is at the sole discretion of the Instructor. Unauthorized absences will negatively affect your grade.

COURSE SCHEDULE

The following is a tentative timeline and is subject to change.

Lesson #	Title	Hours
1	Physical Fitness and Recreational/Home Safety	1
	Physical Fitness Initial Assessment	1
2	Nutrition and the Body Composition Assessment/Program	1
	Operational Risk Management	1
3	Substance Abuse Prevention and Control	1
	Suicide Awareness and Prevention	1
4	Stress Management	1
	Navy/Marine Corps Policy on Hazing	1
5	Navy/Marine Corps Policy on Fraternization	1
	Navy/Marine Corps Policy on Sexual Harassment	1
6	Navy/Marine Corps Policy on Sexual Assault	1
	Sexual Health Education	1
7	Performance Evaluations	1
	Navy/Marine Corps Watch Standing	1
8	Terrorism	1
	Antiterrorism	1
9	Force Protection	1
	Homeland Security	1
10	Operations Security (OPSEC)	1
	Trafficking in Persons (TIP)	1
11	Servicemembers Civil Relief Act Rights	1
	DON Policy on Pregnancy and Single Parenting	1
12	Drug and Alcohol Abuse/Related Programs & Policies	1
	Personal Financial Management (PFM)/Pay & Allowance	1
13	Personnel Readiness Management (PRM): Managing Your Money/Credit	1
	Physical Fitness Assessment	
14	Sexual Assault Prevention and Response	1
15	Traffic Safety	1

IMPORTANT ACADEMIC POLICIES AND SERVICES

Disability Services: UMBC is committed to eliminating discriminatory obstacles that disadvantage students based on disability. Student Support Services (SSS) is designated to receive and maintain confidential files of disability-related documentation, certify eligibility for services, and determine reasonable accommodations. If you have a disability and want to request accommodations, contact SSS in the Math/Psych Bldg., room 213 or at 410-455-2459. If you require accommodations for this class, make an appointment to meet with me to discuss your SSS-approved accommodations, or any other concerns that you have.

Equity, Diversity, Equal Opportunity, and Affirmative Action: UMBC provides equal access to and opportunity in its programs and facilities, without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression.

Mental Health and Stress Management: As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. University services are available to assist you. You can learn more about the broad range of confidential mental health services available on campus via the Counseling Center at <http://counseling.umbc.edu/services/>.

Student Success Center: UMBC's comprehensive undergraduate academic support program designed to help students reach their academic goals and become independent, lifelong learners. The Learning Resource Center collaborates with students, faculty, staff, and the community to conduct programs that maximize learning success at an honors university.

Inclement Weather Policy: Students are strongly encouraged to consult the UMBC Student Handbook and Academic Catalog and the University website for detailed information regarding the above items.

VALUES STATEMENT

By enrolling in this course, each student assumes the responsibilities of an active participant in UMBC's scholarly community in which everyone's academic work and behavior are held to the highest standards of honesty. Cheating, fabrication, plagiarism, and helping other to commit these acts are all forms of academic dishonesty, and they are reprehensible. Academic misconduct could result in disciplinary action that may include, but not limited to, suspension or dismissal. To read the full Student Academic Conduct Policy, consult the UMBC Student Handbook, the Faculty Handbook, or the Policies section of the UMBC Director.