

## UMBC UGC Instructions for Change in Existing Course Form (Revised 4/2016)

**Course number & title:** Enter the current course number and title of the course at the top of the page.

**Date submitted:** The date that the form will be submitted to the UGC.

**Effective date:** The semester that the change will be effective, if approved.

**Contact information:** Provide the contact information of the Chair or UPD of the department housing the course. If the course is not housed in a department or program, then provide the same information for the head of the appropriate academic unit. (See UGC Procedures.) If another faculty member should also be contacted for questions about the request and be notified about UGC actions on the request, include that person's contact information on the second line.

**Course information:** Provide all of the current information for this course. Check the "change" column for aspects of the course that will be changed by this proposal and provide the specific changes. Unchanged fields may be left blank under the "proposed" column. *Note: all 300- and 400-level courses must have prerequisites or recommended preparation.*

**Course number:** For cross-listed courses, provide all the numbers for the course.

**Transcript title:** Limited to 30 characters, including spaces. Leave the current transcript title blank if this is not known.

**Recommended Course Preparation:** *Please note that all 300 and 400 level courses should have either recommended course preparation(s) or prerequisite(s) and that 100 or 200 level courses may have them.*

Here fill in what previous course(s) a student should have taken to succeed in the course. These recommendations will NOT be enforced by the registration system. Please explain your choices in the "rationale" (discussed below).

**Prerequisite:** *Please note that all 300 and 400 level courses should have either recommended course preparation(s) or prerequisite(s)* Here fill in course(s) students need to have taken before they enroll in this course. These prerequisites will be enforced through the registration system. Please explain your choices in the "rationale" (discussed below).

**NOTE:** Please use the words "AND" and "OR", along with parentheses as appropriate, in the lists of prerequisites and recommended preparation so that the requirements specified will be interpreted unambiguously.

**NOTE:** Unless otherwise indicated, a prerequisite is assumed to be passed with a "D" or better.

**# of credits:** To determine the appropriate number of credits to assign to a course please refer to the [UMBC Credit Hour Policy](#) which articulates the standards for assignment and application of credit hours to all courses and programs of study at UMBC regardless of degree level, teaching and learning formats, and mode of instruction.

**Maximum total credits:** 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.

**Grading method(s):** Please review the [grading methods document](#) (this link can be found on the UGC forms page) before selecting a grading option. Please do not select all three grading options by default.

**Current catalog description:** Provide the course description as it appears in the current undergraduate catalog or since the last UGC-approved change.

**Proposed catalog description:** If this proposal involves a change in the course description, provide the exact wording of the course description as it will appear in the next undergraduate catalog. Course descriptions should be a) no longer than 75 words, b) stated in complete sentences, and c) avoid reference to specific details that may not always pertain (e.g., dates, events, etc.). Leave blank if this proposal does not change the course description. Course descriptions should not repeat information about prerequisites (which are always listed alongside the course description).

**Rationale including a pedagogical justification to any changes in course level:** Provide a brief explanation for the need for the proposed changes.

**Cross-listed courses:** Requests to change cross-listed courses must be accompanied by letters of support via email from all involved department chairs. Proposals for the addition of a cross-listing to an existing course must include as a part of the rationale the specific reason why cross-listing is appropriate. Email from all involved department chairs is also required when cross-listing is removed and when a cross-listed course is discontinued. Please note that Special Topics cannot be cross-listed.

*Note: the UGC form is a Microsoft Word form. You should be able to enter most of the information by tabbing through the fields. The document is protected. In the rare case that you need to unprotect the document, use the password 'ugcform'. Beware that you will lose all the data entered in the form's fields if you unlock and lock the document.*

**UMBC UGC Change in Existing Course: ECON 403 – Economic Growth and Cycles**

Date Submitted: 9/2020

Proposed Effective Date: Spring 2021

	Name	Email	Phone	Dept
Dept Chair or UPD	David Mitch	mitch@umbc.edu	X2160	ECON
Other Contact	Morgan Rose	mrose@umbc.edu	X8485	ECON

**COURSE INFORMATION:** (please provide all information in the “current” column, and only the information changing in the “proposed” column)

change		current	proposed
<input type="checkbox"/>	Course Number(s)	ECON 403	
<input type="checkbox"/>	Formal Title	Economic Growth and Cycles	
<input type="checkbox"/>	Transcript Title (≤30c)	Economic Growth and Cycles	
<input type="checkbox"/>	Recommended Course Preparation		
<input checked="" type="checkbox"/>	Prerequisite <b>NOTE:</b> Unless otherwise indicated, a prerequisite is assumed to be passed with a “D” or better.	ECON 312 and (STAT 350 or STAT 351 or STAT 355 or STAT 453 or CMPE 320), each with a grade of “C” or better	ECON 312 and (ECON 310 or STAT 350 or STAT 351 or STAT 355 or STAT 453 or CMPE 320), each with a grade of “C” or better
<input type="checkbox"/>	# of Credits Must adhere to the <a href="#">UMBC Credit Hour Policy</a>	3	
<input type="checkbox"/>	Repeatable?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	Max. Total Credits	3	<b>Max. Total Credits:</b> 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.
<input type="checkbox"/>	Grading Method(s)	<input checked="" type="checkbox"/> Reg (A-F) <input checked="" type="checkbox"/> Audit <input checked="" type="checkbox"/> Pass-Fail	<input type="checkbox"/> Reg (A-F) <input type="checkbox"/> Audit <input type="checkbox"/> Pass-Fail

**CURRENT CATALOG DESCRIPTION:**

A study of the theories, problems and policies related to economic growth and business cycles.

**PROPOSED CATALOG DESCRIPTION** (Approximately 75 words in length. Please use full sentences): leave blank if no changes are being proposed to the catalog description. **NOTE:** information about prerequisites should NOT appear in the catalog description.)

**RATIONALE FOR CHANGE:**

Currently, students taking ECON 403 are required to take one of the following courses to fulfill the course prerequisites: STAT 350, STAT 351, STAT 355, STAT 453, or CMPE 320. The UGC approved ECON 310 on March 5, 2020. ECON 310 was designed to give students an additional option for fulfilling this prerequisite, an option that surveys the theoretical and applied statistical tools that are directly relevant to empirical economics. As we delineated in our application to create ECON 310, we believe that ECON 310 is a valuable addition to the list for multiple reasons. Compared to the courses already on the list, the content of ECON 310 focuses more on the theories, tools, and applications used specifically in economics, ECON 310 will be taught by full-time Economics

Department faculty rather than adjunct faculty, and the addition of ECON 310 provides students with greater flexibility in fulfilling the statistics requirement.

To be clear, the Economics Department wants to add ECON 310 to the list of courses that satisfy the statistics prerequisite for ECON 403. All five courses already on the list will continue to be accepted for the prerequisite – this is an addition only, not a replacement. No courses will be discontinued, so no accommodations for current students are required.