

## TO CREATE A SUMMARY OF REQUEST (SOR)

The SOR should be comprehensive and the following information pertaining to the package should be identified:

- State the faculty of the unit (e.g., Faculty of the Department of Animal Science) have voted on and approved the actions presented as a part of the curriculum/program development package. **Do not include the date of the vote as that information is included elsewhere in the form.** If only undergraduate or graduate faculty voted for the action, be sure to specify that detail.
- Explain what this package will accomplish in the unit. Let the reviewers know what you are doing.
- Identify impacts on resources (e.g., The three new courses and consolidation of two concentrations within the BS in Animal Science will have no budgetary impacts. Redistribution of teaching loads allow for adequate coverage to deliver the courses under the newly configured concentration).
- **Identify every action taking place within the package** (e.g., proposal of new courses, renumbering courses, prerequisite revisions, deletion and banking of courses, unbanking of courses, title revisions, credit hour changes, new concentrations, degree title revision, deletion of certificates, revision of admission standards, content revision of course objectives).
- Check that all actions in the SOR are identified in the marked catalog copy for degrees, minors, and certificates, or changes in the course forms. The list in the SOR, changes in the forms, and explanations in the form justifications should be consistent.

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## SAMPLE SUMMARY OF REQUEST

The faculty in the Department of Clinical Laboratory Science voted on and approved the following curricular changes to the bachelor's degree in Clinical Laboratory Science.

This curriculum package contains 11 forms:

### 1 Summary of Request

### 2 Short Course Revision Forms

- CLSC 4460 – Clinical Microbiology I
  - Revise title from Clinical Microbiology I to Clinical Bacteriology
  - Revise description
- CLSC 4461 – Clinical Microbiology I Laboratory
  - Revise title from Clinical Microbiology I Laboratory to Clinical Bacteriology Laboratory

### 7 Long Course Revision Form:

- CLSC 4470 – Clinical Microbiology II
  - Remove CLSC 4460, CLSC 4461 as prerequisites
  - Add BIOL 2110, BIOL 2111 or BIOL 3220, BIOL 3221 as prerequisites
  - Revise title from Clinical Microbiology II to Clinical Mycology, Parasitology and Other Microorganisms
  - Remove 6 lab hours
  - Revise course description
- CLSC 4471 – Clinical Microbiology II Laboratory
  - Remove CLSC 4460, CLSC 4461 as prerequisites
  - Add BIOL 2110, BIOL 2111 or BIOL 3220, BIOL 3221 as prerequisites
  - Revise title from Clinical Microbiology II Laboratory to Clinical Mycology, Parasitology and Other Microorganisms Laboratory
  - Revise credit hours from 2 to 1
  - Revise contact hours from 6 to 3
  - Revise course description
- CLSC 4992 – Clinical Education: Hematology, Coagulation, Urinalysis

- Revise credit hours from 4 s. h. to 2 s. h
- Revise contact hours from 256 to 100
- CLSC 4993 – Clinical Education: Chemistry
  - Revise credit hours from 4 s. h. to 2 s. h
  - Revise contact hours from 256 to 100
  - Add "consent of instructor" to prerequisites
- CLSC 4994 – Clinical Education: Blood Bank and Serology
  - Revise credit hours from 4 s. h. to 2 s. h
  - Revise contact hours from 256 to 100
- CLSC 4997 – Clinical Education: Microbiology
  - Revise credit hours from 4 s. h. to 2 s. h
  - Revise contact hours from 256 to 100
  - Add CLSC 4460 and CLSC 4461 as prerequisites
- CLSC 4998 – Clinical Education in Alternative Settings
  - Revise credit hours from 3 s. h. to 2 s. h
  - Add 100 contact hours in an appropriate clinical setting
  - Add "May be repeated with a change of topic for a maximum of 6 s.h." to the note field

#### 1 Program Revision Form: Clinical Laboratory Science, BS

- Replace CHEM 2750/2753 (Organic Chemistry I/Lab) with CHEM 1130 (Organic and Biochemistry for Allied Health)
- Eliminate the requirement for additional chemistry courses (CHEM 2760/2763, Organic II/Lab or CHEM 3250/3251, Quantitative Analysis/Lab).
- Reduce cognate hours from 21-22 s.h. to 17 s.h.
- Reduce core hours from 59 s.h. to 50 s.h.