I. Department, School, Title of Major or Minor
Institute of Transdisciplinary Studies
Department of Politics and History

II. Description of Change
Modification of courses for Politics and History degree, including structure of required courses and required research sequence

III. Justification - Need for change
The major needs some streamlining of its requirements to make it more effective and also an enhancement of its research requirements. The changes come from the results of the recently completed program review and continuing discussions with students and faculty. See attached notes under course information.

IV. Implications
A. for Department and School
More effective course scheduling; more topical and engaging course selections; more regular offerings

B. for other Departments and Schools
For courses that serve general education goals, the above apply as well.

V. Resources - Indicate whether existing or new
A. Faculty - Qualifications and hiring plans. If existing faculty indicate which course will be given up to teach this course.
A new appointment in politics (replacing a position in history) will anchor the changes under the direction of the department chair (an historian)

B. Staff - Will additional staff need to be hired?
No

C. Library - Existing collection capacity and plans to support with additional acquisitions
No additional resources needed. Classes build on existing collections. Additional needs will be created by faculty as the courses are developed, but within the library’s usual purchasing parameters. The new ‘free’ access to JSTOR through the San Francisco City Library is a great boost.

D. Capacity Infrastructure
1. Facilities - *What space will be used and how will that be accommodated within existing use or planned expansion?*
   No new space needs

2. Technology - *What additional computers, software or equipment are required?*
   No technology needs required beyond existing resources

E. Budget/Financial Implications - *Indicate any new funds required.*
   None.

**VI. Appendices**

A. Major/Minor Worksheet - *showing course levels and sequencing* (minor changes appended)

B. Course Information- *Course names, and descriptions, major or minor requirement or, elective, number or level of course, e.g. 2xx, units, prerequisites, lecture or studio, number of sections per year.*

C. Curriculum Vitae - *key faculty and other participants if full time*

D. Course Syllabi - *inclusion of all required components as follows:*
   - Course Description
   - Evaluation Criteria
   - Learning Objectives
   - Grading Procedure
   - Prerequisites
   - Required Materials
   - Required Texts
   - Course Schedule
   - Instructional Process
   - Course Guidelines/Policies
   - List of Assignments
   - Attendance Policy

Prepared by D J Cremer 2 2/17/2009