

ORIGINATOR'S SECTION:	
1. College: <input type="checkbox"/> CHABSS <input type="checkbox"/> CoBA <input type="checkbox"/> CoEHHS <input type="checkbox"/> CSM	Desired Term and Year of Implementation (e.g., Fall 2008): Fall 2017
2. Current Course abbreviation and Number: BIOT 680B	

TYPE OF CHANGE(S). Check all that apply.

Course Number Change	<input checked="" type="checkbox"/>	Delete Prerequisite	<input type="checkbox"/>	Other Prerequisite Change	<input type="checkbox"/>
Course Title Change	<input type="checkbox"/>	Add Corequisite	<input type="checkbox"/>	Grading Method Change	<input type="checkbox"/>
Unit Value Change	<input checked="" type="checkbox"/>	Delete Corequisite	<input type="checkbox"/>	Mode of Instruction Change (C/S Number)	<input type="checkbox"/>
Description Change	<input type="checkbox"/>	Add Consent for Enrollment	<input type="checkbox"/>	Consider for G.E. If yes, also fill out appropriate GE form.	<input type="checkbox"/>
Add Prerequisite	<input type="checkbox"/>	Delete Consent for Enrollment	<input type="checkbox"/>	Cross-list	<input type="checkbox"/>

Information in this section— both current and new — is required only for items checked () above.

NEW INFORMATION:

CURRENT INFORMATION:

3. Title: BIOT 680B Internship/Semester-in-Residence/Project	Course abbreviation and Number: Title: <i>(Titles using jargon, slang, copyrighted names, trade names, or any non-essential punctuation may not be used.)</i> BIOT 681(A-B) Internship/Semester-in-Residence/Project
4. Abbreviated Title for Banner <i>(no more than 25 characters):</i> BIOT 680B SIR	Abbreviated Title for PeopleSoft: <i>(no more than 25 characters, including spaces)</i> BIOT 681(A-B) SIR
5. Number of Units: 4	Number of Units: 4-5
6. Catalog Description: Provides industry experience in commercial Research and Development under the guidance of faculty and direct supervision by a company manager. The student will establish/accomplish goals, communicate work/project progress, acquire broad organization insight, and demonstrate core competencies required for the degree. The experience will culminate in a written project document and an oral presentation to fellow students, faculty, and company representatives on assigned work and project. <i>May not be taken for credit by students who have received credit for BIOT 680. Enrollment is restricted to students who have been admitted to the Master of Biotechnology Program. Prerequisite BIOT 680.</i>	Catalog Description: <i>(Not to exceed 80 words; language should conform to catalog copy. Please consult the catalog for models of style and format; include all necessary information regarding consent for enrollment, pre- and/or corequisites, repeated enrollment, crosslisting, as detailed below. Such information does not count toward the 80-word limit.)</i> Provides industry experience in commercial Research and Development under the guidance of faculty and direct supervision by a company manager. The student will establish/accomplish goals, communicate work/project progress, acquire broad organization insight, and demonstrate core competencies required for the degree. The experience will culminate in a written project document and an oral presentation to fellow students, faculty, and company representatives on assigned work and project. The number of units depends upon project workload. <i>Enrollment is restricted to students who have been admitted to the Master of Biotechnology Program. Prerequisite BIOT 680(A-B).</i>

7. Mode of Instruction* (See pages 17-23 at <http://www.calstate.edu/cim/data-elem-dic/APDB-Transaction-DED-SectionV.pdf> for definitions of the Course Classification Numbers)

Type of Instruction	Number of Credit Units	Instructional Mode (Course Classification Number)
Lecture	4	C02
Activity		
Lab		

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Lecture		
Activity		
Lab		

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8. Grading Method:*

- Normal (N) (Allows Letter Grade +/-, and Credit/No Credit)
- Normal Plus Report-in-Progress (NP) (Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress)

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- Normal (N) (Allows Letter Grade +/-, and Credit/No Credit)
- Normal Plus Report-in-Progress (NP) (Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress)

*If Originator is uncertain of this entry, please consult with Program Director/Chair.

Tracker
RP → PS

CURRENT INFORMATION:

NEW INFORMATION:

<input type="checkbox"/> Credit/No Credit Only (C) <input type="checkbox"/> Credit/No Credit or Report-in-Progress Only (CP)	<input type="checkbox"/> Credit/No Credit Only (C) <input type="checkbox"/> Credit/No Credit or Report-in-Progress Only (CP)
<p>9. If the NP or CP grading system was selected, please explain the need for this grade option. If the Semester-in-Residence Project is not completed during the course of the semester, the student may enroll in an SIR extension course for credit only. Once the project is finished the final grade will be assigned and a grade form will be completed.</p>	
<p>10. Course Requires Consent for Enrollment? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Faculty <input type="checkbox"/> Credential Analyst <input type="checkbox"/> Dean <input type="checkbox"/> Program/Department/Director/Chair</p>	<p>Course Requires Consent for Enrollment? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Faculty <input type="checkbox"/> Credential Analyst <input type="checkbox"/> Dean <input type="checkbox"/> Program/Department/Director/Chair</p>
<p>11. Course Can be Taken for Credit More than Once? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how many times (including first offering)</p>	<p>Course Can be Taken for Credit More than Once? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many times (including first offering)</p>
<p>12. Is Course Cross Listed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, indicate which course</p>	<p>Is Course Cross-listed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, indicate which course and check "yes" in item #17 below.</p>
<p>13. Prerequisite(s): BIOT 680A</p>	<p>Prerequisite(s): BIOT 680</p>
<p>14. Corequisite(s):</p>	<p>Corequisite(s):</p>
<p>15. Documentation attached: <input type="checkbox"/> Syllabus <input type="checkbox"/> Detailed Course Outline</p>	

PROGRAM DIRECTOR/CHAIR - COLLEGE CURRICULUM COMMITTEE SECTION:

(Mandatory information – all items in this section must be completed.)

16. Does this course fulfill a requirement for any major (i.e. core course or elective for a major, majors in other departments, minors in other departments)? Yes No

If yes, please specify:

PSM in Biotechnology

17. Does this course change impact other discipline(s)? (If there is any uncertainty as to whether a particular discipline is affected, check "yes" and obtain signature.) Check "yes" if the course is cross-listed. Yes No

If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.

 Discipline _____ Signature _____ Date _____ Support _____ Oppose _____

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18. Reason(s) for changing this course:

Students who are not currently employed are anxious to obtain as much experience as possible and often spend well over the required 300 hours on their Semester-In-Residence project. The additional effort and the uniqueness of the project/innovation should be reflected on their transcripts if so desired.

SIGNATURES : (COLLEGE LEVEL) :

(UNIVERSITY LEVEL)

Betsy Read

- 1. Originator (Please Print) _____ Date 11/20/17
- 2. Program Director/Chair _____ Date 11/20/17
- 3. College Curriculum Committee _____ Date 12/1/17
- 4. College Dean (or Designee) _____ Date _____

- 5. UCC Committee Chair _____ Date _____
- 6. Vice President for Academic Affairs (or Designee) _____ Date _____
- 7. President (or Designee) _____ Date _____

California State University San Marcos Professional Science Master's Program BIOT 681(A-B) Internship/Semester-in-Residence Project

Course Description

Provides industry experience in commercial Research and Development under the guidance of faculty and direct supervision by a company manager. The student will establish/accomplish goals, communicate work/project progress, acquire broad organization insight, and demonstrate core competencies required for the degree. The experience will culminate in a written project document and an oral presentation to fellow students, faculty, and company representatives on assigned work and project. The number of units depends upon project workload. *Enrollment is restricted to students who have been admitted to the Master of Biotechnology Program. Prerequisite BIOT 680(A-B).*

Course Learning Objectives

At the completion of this course, students will be able to:

- Utilize a draft-revise-edit-proof cycle for polished written documents
- Provide useful feedback on others' written work
- Create elements of a project proposal that successfully meet their communicative purposes (Project Description, Purpose/Specific Aims, Background, Methods & Materials, Timeline, Products, and Resources)

Required Texts/Readings

All readings and resources are posted to the CougarCourse section on cc.csusm.edu

Course requirements (number of exams, assignments, etc)

This is a 2 unit course designed to assist you as you write your Semester in Residence project proposal and improve your writing skills for progress reports and the final report. Your grade will be determined by the quality of your homework/ preparation for class meetings, attendance and participation in class meetings, and **one** graded project proposal (either your actual SIR proposal or approved hypothetical project proposal). Your grade will be assigned upon submission of your actual Semester in Residence project proposal to your committee.

Grading Standards

Graded project proposal	50%**
Homework and preparation for class	25%
Class session participation	25%

**Please see the grade rubric for project proposal posted to our cougar course.

Policy on late work and/or missed work

Late or missed work will not earn credit. Because the work is scaffolded and sequential, the due dates and deadlines are paramount.

Please note that participation accounts for 25% of your grade. Attendance, homework and preparation for class (which counts for another 25% of your grade) is on top of participation so note that you *cannot earn a participation grade for a meeting you do not attend.*

In other words, come to every meeting prepared, fully participate for the entire meeting and 50% of your course grade can be an “A.”

Schedule of Topics

Meeting 1: Foundational information about project proposals, the writing and editing process, course expectations and project proposal assignment, crafting specific aims

Meeting 2: Reviewing specific aims. Reading the scientific literature and identifying journal articles or other information related to the project topic. Outlining general sections of the proposal.

Meeting 3: Revision workshop of initial draft (Project Description, Purpose, Specific Aims)

Meeting 4: What to include and how to write Background and Materials and Methods sections

Meeting 5: Editing and proofing workshop of revised draft (Background and Materials and Methods), Crafting effective titles.

Meeting 6: Presenting data and information (figures and tables). Expected outcomes

Meeting 7: Peer feedback of revised draft (Full proposal, 1st read)

Meeting 8: Peer feedback of revised draft (Full proposal, 2nd read)

Meeting 9: Peer feedback of revised draft (Full proposal, 3rd read)

Meeting 10: Final draft of graded project proposal due, check-in with program director/coordinator, check-in with writing instructor(s)

Final Proposal Due to Committee: Nov 7 on CC and by e-mail to each committee member by Midnight

See rubric/guidelines and be sure to follow them.

Academic Honesty

Students will be expected to adhere to standards of academic honesty and integrity, as outlined in the Student Academic Honesty Policy. *All assignments must be original work, clear and error-free.* All ideas/material that are borrowed from other sources must have appropriate references to the original sources. Any quoted material should give credit to the source and be punctuated accordingly.

Academic Honesty and Integrity: Students are responsible for honest completion and representation of their work. Your course catalog details the ethical standards and penalties for infractions. There will be zero tolerance for infractions. If you believe there has been an infraction by someone in the class, please bring it to the instructor's attention. The instructor reserves the right to discipline any student for academic dishonesty, in accordance with the general rules and regulations of the university. Disciplinary action may include the lowering of grades and/or the assignment of a failing grade for an exam, assignment, or the class as a whole.

http://lynx.csusm.edu/policies/procedure_online.asp?ID=187

ADA Statement

Students with disabilities who require reasonable accommodations must be approved for services by providing appropriate and recent documentation to the Office of Disabled Student Services (DSS). This office is located in Craven Hall 5205, and can be contacted by phone at (760) 750-4905, or TTY (760) 750-4909. Students authorized by DSS to receive reasonable accommodations should meet with me outside of class time in order to ensure confidentiality.

Course Schedule

Week	Topics, Readings, Assignments, Deadlines
1	Foundational information and identify projects (actual or hypothetical)
2	Review Specific Aims (1 st draft)/Create Proposal Outline
3	Project Description, Purpose, Specific Aims due, revising workshop
4	How to write Background and Materials and Methods
5	Background and Materials and Methods due, revising workshop
6	Presenting data and information/Expected outcomes
7	First full draft due, editing workshop, peer review
8	Revised full draft due, editing workshop, peer review
9	2 nd revision full draft due, editing workshop, peer review
10	Final draft of Semester-in-residence project proposal due for a grade, meetings with program coordinator/director and writing instructor(s), transition to Semester-in-Residence project
	SIR project proposal due