

FORM TO REQUEST SUBSTANTIAL CHANGES TO AN EXISTING UNDERGRADUATE CERTIFICATE

A request for substantial changes to an existing program requires approval from the school director/department head (managing administrator), college academic dean, Curricular Affairs, Undergraduate Council (UGC), and College Academic Administrators Council (CAAC). Additional approvals may be required, depending on the requested changes. Complete this form and submit to the [Office of Curricular Affairs](#) no later than October 23, 2020 to be considered for inclusion in the 2021-2022 Academic Catalog.

I. **Requested by (College & School/Department):** School of Information, Social and Behavioral Sciences

II. **Proposer's name, title, email and phone number:**

Dr. Catherine Brooks, Department Head
cfbrooks@arizona.edu 520-621-3565

III. **Certificate name and number of students enrolled in the certificate:** Games and Simulation. There are five students currently enrolled.

IV. **Describe proposed changes to the certificate. Provide a rationale and explanation for making changes to the certificate and include any relevant supporting data. Are changes being made to corresponding minor/major (if applicable)?**

In implementing the Games and Simulation certificate (GSIMCRTU), and moving it to Arizona Online, the School of Information has realized that its requirement of both ISTA 251 and 451 in ^(R16466/L10) is not feasible, as ISTA 451 is a more technical class with technical pre-requisites, and the course is not currently offered in Arizona Online. The proposed objective of the certificate as per the original proposal is that it will serve both technically minded and non-technically minded students. Requiring a technical core class rather than offering it as an option is overly restrictive.

In short, instead of both ISTA 251 and ISTA 451 being required, only ISTA 251 will be. ISTA 451 will be available as an elective if students choose to take it. Students will be also required to take two of our GAME prefix courses, which were not designed or available when the certificate was first conceived. This modification is a practical, logistical update that will make the certificate more flexible and accessible and incorporate new, relevant courses. Students may choose the classes from the previous design and there will be no negative consequences to existing students.

The proposed modification is as follows: ^(R16466/L10) 1 course required, ISTA 251

New line: 2 courses required GAME 310, 311, 312, 452— approved GAME courses in the catalog. New GAME courses are forthcoming, and we will update the curricular affairs team as they are.

^{(R16466/L20) - Electives} Change to 1 course required Add ISTA 451, GAME 452 Keep: ESOC 300, ISTA 301, ISTA 302, ISTA 424, ISTA 425, GAME 310, 311, and 312 have been added already

In addition, the GPA requirement will be changed from a minimum of 3.0 to 2.0. 2.0 is more in keeping with the standard GPA requirements across our unit and college. All other iSchool programs require a minimum 2.0 GPA, so the certificates should be consistent with other iSchool and SBS GPA requirements.

- V. **Comparison Chart**—complete the chart below using your existing [academic advisement report](#). You may not need to complete all portions. Highlight row(s) indicating the proposed significant changes. You can find course information to help complete the chart below by using the [UA course catalog](#) or [UAnalytics](#) (Catalog and Schedule Dashboard> “PrintableCourse Descriptions by Department” On Demand Report; right side of screen). Proposed changes resulting in similar curriculum with other plans (within department, college, or university) may require completion of an additional comparison chart.

	Existing Certificate Requirements	Proposed Certificate Requirements
Certificate name	Games and Simulation	Games and Simulation
CIP code—lookup here or contact the Office of Curricular Affairs for assistance, if needed	50.0411	50.0411
Total units required to complete the certificate	12	12
Upper -division units required to complete the certificate	6	6
Total transfer units that may apply to the certificate	3	3
List any special requirements to declare or gain admission to the certificate	None	None
Certificate requirements. List all certificate requirements including core and electives. Courses listed must include prefix, number, units, and title. Mark new coursework (New). Provide email(s)/letter(s) of support from home department head(s) for courses being added and not owned by your department. Recommend ordering requirements in the same order as your advisement report	Complete two required courses: ISTA 251 and 451 Complete two electives	Complete one required course: ISTA 251 Complete two GAME prefix courses Complete one elective

Internship, practicum, applied course requirements. (Yes/No). If yes, provide description.	No	No
Senior thesis or senior project required (Yes/No)	No	No
Additional requirements (provide description)	3.0 minimum GPA	2.0 minimum GPA

VI. Peer institution comparison—describe how your modified certificate requirements are similar and different from certificate requirements of two peer institutions. Select peers from (in order of priority) [ABOR approved institutions](#), [AAUmembers](#), and/or other relevant institutions recognized in the field.

The modified requirements are similar to a University of Wisconsin-Madison certificate in that there is a choice of electives: <https://guide.wisc.edu/undergraduate/education/curriculum-instruction/game-design-certificate/#requirementstext> Our certificate is also similar in that it also requires a core and also requires students to choose classes with a certain prefix. Our certificate is different in that it is smaller than UW’s; they require 19 units instead of 12. Additionally, they have a required set of four core classes.

Lowering our GPA requirement from a 3.0 to a 2.0 also brings us closer to the Wisconsin-Madison certificate requirements, which requires a 2.5 GPA.

While it is a graduate certificate, and not an undergraduate certificate, the M.A in Serious Game Design at peer institution Michigan State is similar, in that the classes are not technical, and focus on games for multiple applications: <https://reg.msu.edu/AcademicPrograms/ProgramDetail.aspx?Program=1497> A difference is that this graduate certificate only requires 9 units.

VII. Faculty impact—indicate if new faculty hires will be required to deliver this new curriculum.

No impact

VIII. Budgetary Impact— indicate new resources needed and source of funding to implement the proposed changes. If reallocating resources, indicate where resources will be taken from and the impact this will have on students/faculty/program/unit.

No impact

IX. Required signatures

Managing unit administrator (print name and title): _____

Managing administrator's signature: Catherine F Brooks Digitally signed by Catherine F Brooks
Date: 2021.02.12 14:06:15 -07'00' Date: _____

Managing unit administrator (print name and title): _____

Managing administrator's signature: _____ Date: _____

Dean (print name): Amy C. Kimme Hea

Dean's signature: Amy C. Kimme Hea Digitally signed by Amy C. Kimme Hea
Date: 2021.04.27 10:51:05 -07'00' Date: _____

Dean (print name): _____

Dean's signature: _____ Date: _____

Note: In some situations, signatures of more than one unit head and/or college dean may be required.

For use by Curricular Affairs:

Committee	Approval date
Academic Programs Subcommittee	
Undergraduate Council	
College Academic Administrators Council	

- Notify proposers of approval
- Upload proposal documents to relevant plan table values
- Notify ADVIP team, include proposers

If name change requested & approved:

- Create approval memo
- Send memo to college/dept and acad_org listserv.
- Create new plan code
- Add last admit term to previous plan code
- Upload proposal documents to relevant plan table values
- Notify ADVIP team, include proposers