

CHAPTER 11: APPENDIX

B.A. in Computing

The Bachelor of Arts in Computing (BAC) is a degree offered jointly by the School for New Learning (SNL) and the School for Computing and Digital Media (CDM) at DePaul University. This degree has been designed to prepare adults for computer-related careers and/or graduate programs in Computer Science.

For those who have a great deal of knowledge and background in computing, the BAC program offers the opportunity to fulfill requirements through documentation of that experience and through ongoing projects completed in the workplace. For those who have little experience with computing, all requirements can be completed as coursework. In either case, the BAC offers the flexibility and individualized learning approach of SNL while focusing on the latest technology, theory and content provided by CDM.

BAC students also work with the CDM Professional Advisors to define and plan their Focus Area requirements within the program. Students may elect to design an individualized computing related Focus Area that reflects their unique backgrounds and career interests or they may select from 10 different BAC Focus Area Tracks offered from CDM. These tracks relate to dynamic and diverse aspects of computer technology and its applications. Students may need to demonstrate or complete certain pre-requisite requirements for some of the Focus Area Tracks depending on the student's entry level of competence in that area.

The BAC program requirements follow a similar format to that of the SNL BA program. The program is competence based, meaning that each student must fulfill a minimum of 50 learning competencies to complete the degree. Some of the competence learning statements are written by the colleges and others are written by the student's academic committee. Competence requirements can be fulfilled through completed course work with a grade of C- or better or through documentation of experiential learning. To qualify for the BAC degree, students must complete at least 5 BAC competencies as CDM courses.

To get started and for more information, see <http://snl.depaul.edu>

LIFELONG LEARNING AREA (12 competencies)	LIBERAL LEARNING AND ELECTIVE AREA (26 competencies)			FOCUS AREA (12 competencies)
	Arts & Ideas Category	Human Community Category	The Scientific World Category	
L-1: Independent Learning Seminar (2 cr. hrs.)	A&I Elective	HC Elective	SW Elective	F-1: Focus Area Planning
L-2: Foundations of Adult Learning (4 cr. hrs.)	A&I Elective	HC Elective	SW Elective	F-2: Computing Elective
L-3: Civic Engagement	A&I Elective	HC Elective	S2H: Data Analysis I (IT 223)	F-3: Computing Elective
L-4: Writing for Competence (4 cr. hrs.)	A&I Elective	HC Elective	S1F: Applied Networks & Security (IT 263)	F-4: Computing Elective
L-5: Critical Thinking (4 cr. hrs.)	A4: Ethics in the Contemporary World	H4: Power and Justice	S4: Interconnections in the Natural World	F-5: Computing Elective
L-6: Quantitative Reasoning (4 cr. hrs.)	A-5: Creativity	H-5: Globalization	S-5: Scientific Reasoning	F-6: Computing Elective
L-7: Collaborative Learning	E-1 SNL Advanced Elective		E-2 SNL Advanced Elective	F-7: Computing Elective
L-8: Research Seminar (6 cr. hrs.)	EX-1: Open Elective	EX-2: Open Elective	EX-3: Open Elective	F-8: Computing Elective
L-9: Research Seminar	EX-4: Open Elective	EX-5: Open Elective	EX-6: Open Elective	F-9: Computing Elective
L-10: Externship (6 cr. hrs.)	<p>For More Information, see http://snl.depaul.edu</p> <p>Or Email your Questions to: snladvising@depaul.edu</p> <p>Students that select the Customized Focus Area Track can develop the Focus Area requirements with their academic committee. Those who select a Specialized Focus Area Track will have part of their Focus Area displayed as specific requirements.</p>			F-10: Computing Elective
L-11: Externship				F-11: Advanced Project
L-12: Summit Seminar (2 cr. hrs.)				F-12: Advanced Project

B.A. in Early Childhood Education

The Bachelor of Arts in Early Childhood Education (BAECE) is a degree offered jointly by the School for New Learning (SNL) and the College of Education (COE) at DePaul University. This degree has been designed to assist adults working in the education of young children for certification to teach in Illinois. The program is open to adult students aged 24 or older.

For those who have a great deal of knowledge and background in the education of young children, the BAECE program offers the opportunity to fulfill requirements through documentation of those experiences and through ongoing projects completed in the workplace. Students can also gain this theoretical knowledge through courses offered through the College of Education at DePaul University. In either case, the BAECE offers the flexibility and individualized learning approach of SNL while focusing on the latest, theory and content provided by COE.

Students work with an academic committee that consists of the student as the committee chair, your Faculty Mentor from Foundations, and a content expert in early childhood education (your Professional Advisor) from COE. Within the academic committee, an individualized learning plan is developed to meet the student's academic and career technology goals. The assessment of experiential learning that may apply to areas of the liberal arts, education or other career related interests is done within the academic committee. [For more information about obtaining a Professional Advisor, contact the Associate Director of Joint Degree Programs, Kenn Skorupa \(\[kskorupa@depaul.edu\]\(mailto:kskorupa@depaul.edu\)\).](#)

The BAECE program requirements follow a similar format to that of the SNL BA program. The program is competence based, meaning that each student must fulfill a minimum of 50 learning competencies to complete the degree. Some of the competence learning statements are written by the colleges and others are written by the student's academic committee. Competence requirements can be fulfilled through completed course work with a grade of C- or better or through documentation of experiential learning.

Certain competence requirements represent specific courses and projects completed through the School for New Learning. Others can be fulfilled through courses taken at SNL or COE, as transfer courses from regionally accredited institutions, or through experiential learning. Learning experiences such as professional certification, for example Child Development Associate (CDA) or other professional certification obtained through Head Start. In some cases, computer training conducted by software vendors either in a classroom setting or in other professional development formats can be considered as experiential learning.

BAECE Program Requirements

The degree is awarded after completing 50 competence requirements through SNL or COE courses, learning from experience, or transfer courses from other institutions.

Requirements are divided into four areas:

I. Lifelong Learning Area (12 competencies): This area of the curriculum is identical to the Lifelong Learning Area in the SNL Bachelor of Arts (BA) program. Therefore, all registration and procedural guidelines for the competencies this section of the BAECE program can be found in general SNL

literature and information sources. There are 12 competence requirements in this area as illustrated in the BAEEC Program Chart shown below and these competencies relate to the student's academic and program development or "Lifelong Learning" competence. Of these, however, L7 (Collaborative Learning) and L10/11 (Externship) are filled via COE courses cross listed for SNL requirements. These are: ECE 091,092, 093, and 094 for L7, and ECE 385, Student Teaching for L10/11.

II. Liberal Learning Area (24 competencies): There are 24 competence requirements in this area of the program as illustrated in the BAECE Program Chart shown below. These competencies relate to liberal arts topics in the categories of the Arts and Ideas, the Human Community, and the Scientific World. The configuration of this area of the curriculum equals that of the SNL BA program, but several of the course requirements differ. While students in the BAECE program do have requirements that address competencies in the three Liberal Learning Categories found in the SNL BA program, BAECE students are required to take some specific liberal learning courses as follows:

In the Arts and Ideas Area, BAECE students must take:

- ECE 286 Art, Music, and Movement for A1X;
- ECE 347 Children's Literature for A1X; and
- LSE 380 Philosophical Issues in Education for A3X.

In the Human Community area, BAECE students must take:

- ECE 303 History and Philosophy of ECE for H1X;
- SCU 207 Social and Historical Issues in Education for H2X; and
- ECE 336 Child Behavior for H3X.

In the Scientific World Area, BAECE students must take:

- ECE 331 Beginning Math and Science Instruction for S2X; and
- A specific SNL course in childhood health and nutrition.

III. The Advanced Electives (2 competencies, E1 and E2)

The School for New Learning offers several courses for these advanced competencies, some specifically focused on issues in children and education. These include:

IN 307 Advanced Elective Seminar: Parent-Child Development Within Cultural Context &

IN 307 Advanced Elective Seminar: Parenting and Family Support in Socio-Cultural Context.

IV. Focus Area (12 competencies): This area of the curriculum is similar to the Focus Area in the SNL BA program in that BAECE students complete the COE courses and experiences that comprise the requirements for certification with their academic committees. This area begins with a planning competence, proceeds with nine elective competencies and concludes with an Advanced Project cross-listed as ECE 324 Capstone, for two final competencies.

For more information visit the BAECE webpage at: <http://snl.depaul.edu>

LIFELONG LEARNING AREA (12 competencies)	LIBERAL LEARNING AREA (26 competencies)			FOCUS AREA (12 competencies)
	Arts & Ideas Category	Human Community Category	The Scientific World Category	
L-1 Independent Learning Seminar (2 cr. hrs.)	Interpreting the Arts ECE 286: Art, Music and Movement in ECE PRE-ED	Communities and Societies ECE 303: History and Philosophy of ECE PRE-ED	Experiencing Science	F-1 Focus Area Planning
L-2 Foundations of Adult Learning (4 cr. hrs.)	Creative Expression	Institutions & Organizations SCU 207: Social and Historical Issues in Education PRE-ED	Patterns and Processes ECE 331: Beginning Math and Science Instruction PRO-ED Pre-req-ECE 290	F-2: ECE 290: Child Growth and Development PRE-ED - Co-req: ECE 091
L-3 Civic Engagement	Reflection and Meaning LSE 380: Philosophical Issues in Education Pre-req-Phi 100 PRE-ED	Individual Development SCU 336: Adolescent & Adult Growth & Development PRO-ED	Science, Technology, Society	F-3: ECE 302: Child and Family in Urban Environment PRE-ED Co-req: ECE 092
L-4: Writing for Competence (4 cr. hrs.)	Arts and Ideas Elective EE 347: Children's Literature PRE-ED	Human Community Elective	Scientific World Elective ECE 298: Child Health, Safety and Nutrition PRE-ED	F-4 ECE 307: Speech and Language Development of the Young child PRO-ED Pre-req-ECE 290
L-5 Critical Thinking (4 cr. hrs.)	Arts and Ideas Elective	Human Community Elective	Scientific World Elective	F-5: ECE 309: Preschool Exceptional Childhood Growth and Development PRE-ED Pre-req-ECE 290
L-6 Quantitative Reasoning (4 cr. hrs.)	Arts and Ideas Elective	Human Community Elective	Scientific World Elective	F-6 : ECE 310: Teaching Strategies for Pre-School Children PRO-ED Co-req: ECE 093 Pre-req-ECE 290
L-7 Collaborative Learning: ECE 091, 092, 093, 094 PRE-ED -091, 092 PRO-ED -093, 094	A-4 Ethics in the Contemporary World:	H-4 Power and Justice	S-4 Interconnections in the Natural World:	F-7: ECE 311: Curriculum and Instruction in Primary Grades PRO-ED Co-req: ECE 094 Pre-req-ECE 290
L-8 Research Seminar (6 cr. hrs.)	A-5 Creativity:	H-5 Globalization:.	S-5 Scientific Reasoning:	F-8: EE 324: Beginning Reading Instruction PRO-ED Pre-req-ECE 290 or EE 281
L-9 Research Seminar	E-1 Advanced Elective E-2 Advanced Elective			F-9: ECE 375: Early Childhood Assessment PRO-ED Pre-req-ECE 290
L-10 Externship (4 cr. hrs.) ECE 385 Student Teaching PRO-ED - 12 hours < B+	<p>Yellow indicates Education course requirements. Green indicates Pre-Education or Professional Education Blue indicates a co-requisite Red indicates pre-requisite</p> <p>Students must qualify for Advanced Standing to take Professional Education courses.</p> <p>Rev. 1-29-13</p>			F-10: ECE 306: Understanding Young Children's Behavior PRO-ED
L-11 Externship ECE 385 Student Teaching PRO-ED - 12 hours < B+				F-11 Advanced Project: ECE 384: Capstone PRO-ED
L-12 Summit Seminar (2 cr. hrs.)				F-12 Advanced Project ECE 384: Capstone PRO-ED

B.A. in General Business

The School of New Learning (SNL) and the College of Commerce (COC) offer a joint Bachelor of Arts in General Business (BAGB) degree program for adult students. The joint degree program combines the SNL adult-learning focus in liberal and lifelong learning with the core business requirements of COC's undergraduate program. The BAGB is similar to COC's Bachelor of Science in Commerce (BSC) in that it is a business degree designed in line with AACSB's requirements and stipulations.¹ However, the two programs differ in their respective purpose, their design (depth of their quantitative coverage and extent of specialization), and in their target market.

Purpose

The BAGB was designed mainly for the adult students of SNL who, in majority, are business professionals, managers and entrepreneurs seeking the formal business base they need to advance their careers or prepare to enter graduate business programs. The BAGB addresses the needs of students who require a business degree, yet desire the benefits of SNL's competence-based Liberal Arts curriculum.

Design

The BAGB combines the SNL adult-learning focus in liberal and lifelong learning with COC's business Common Core. However, the BAGB harbors one math course (BMS 125), compared to the BSC's three math courses (BMS 125, 126, and 142). Moreover, BAGB students have no access to business majors; they can only pursue minors. BAGB students who wish to fulfill majors will have to apply for an intercollegiate transfer into the BSC. At DePaul University, only BSC students can major in one of the areas within business—management, marketing, economics, finance, accounting, real estate, management information system, e-business, and business administration.

The following are scenarios designed to assist you in determining if the BAGB is right for you. You may also review information at <http://snl.depaul.edu>

¹ The Association to Advance Collegiate Schools of Business (AACSB) is the accreditation body for business schools.

LIFELONG LEARNING AREA (12 competencies)	LIBERAL LEARNING AND ELECTIVE AREA (26 competencies)			FOCUS AREA (12 competencies)
	Arts & Ideas Category	Human Community Category	The Scientific World Category	
L-1 Independent Learning Seminar (2 cr. hrs.)	A&I Elective	HC Elective	SW Elective	F-1 Focus Area Planning
L-2 Foundations of Adult Learning (4 cr. hrs.)	A&I Elective	BLW 201: Business Law CLEP Accepted (Sophomore Standing)	SW Elective	F-2: ACC 101: Accounting I CLEP Accepted (Co-requisite ACC 100) (MAT 130 or equivalent)
L-3 Civic Engagement	Communications course (see BAGB learning plan for details)	H1X: ECO 105: Microeconomics CLEP Accepted (MAT 130 or equivalent)	MAT 135: Business Calculus I CLEP Accepted (MAT 130 or equivalent)	F-3: ACC 102: Accounting II (ACC 101)
L-4: Writing for Competence (4 cr. hrs.)	Professional Writing (see BAGB learning plan for details)	H1C: ECO 106: Macroeconomics CLEP Accepted (MAT 130 or equivalent)	IT 223: Data Analysis (MAT 130 or equivalent)	F-4: MKT 301: Principles of Marketing CLEP Accepted (IT 223 or equivalent)
L-5 Critical Thinking (4 cr. hrs.)	Business Ethics (see BAGB learning plan for details)	H4: Power and Justice	S4: Interconnections in the Natural World	F-5: MKT 310: Consumer Behavior (MKT 301)
L-6: Quantitative Reasoning (4 cr. hrs.)	A-5: Creativity	H-5: Globalization	S-5: Scientific Reasoning	F-6: MGT 300: Principles of Management CLEP Accepted (Junior Standing)
L-7: Collaborative Learning	E-1 SNL Advanced Elective		E-2 SNL Advanced Elective	F-7: MGT 301: : Principles of Operations Management (ACC 101, ACC 102, IT 223, ECO 105)
L-8: Research Seminar (6 cr. hrs.)	S2X: MKT 202: Quantitative Methods in Marketing or (IT 223 or equivalent) MGT 202: Managerial Data or (IT 223 or equivalent)			F-8: FIN 290: Finance (None)
L-9: Research Seminar	BEX-1 Business Elective (see BAGB learning plan for details)	BEX-2 Business Elective (see BAGB learning plan for details)	BEX-3 Business Elective (see BAGB learning plan for details)	F-9: ECO 315: Money and Banking (ECO 105, ECO 106, MAT 130)
L-10: Externship (4 cr. hrs.)	EX-1: Open Elective	EX-2: Open Elective	EX-3: Open Elective	F-10: ICS 394: Entrepreneurship Strategy (MGT 300, MKT 310, FIN 290 or FIN 310, Senior Standing)
L-11: Externship	College of Business (COB) requirements highlighted in yellow. Pre-requisites for business courses highlighted in blue. CLEP exam options highlighted in green.			F-11: Advanced Project
L-12: Summit Seminar (2 cr. hrs.)				F-12: Advanced Project

BAGB Scenario One (well prepared student with AA degree completing BAGB, part-time)

In this scenario, Student 1 completes an Associate's Degree in a Business related field; the College of DuPage (COD) Management AA is used in this example. 19 of your 25 courses from COD would be placed.

Student 1 is assumed to be well prepared and that you have acquired excellent skills and abilities: you have developed your written and math skills to be able to pass the L4 and L5 proficiency exams; are ready to take Calculus; and, are capable of effective independent learning.

Student 1 has taken several courses not required for the AA but transferable to the DePaul program in Math and business topics to maximize the available transfers from COD.

Here is an estimate based on Student 1's attending DePaul part-time (taking two courses in most quarters and completing the A5 and H5 competencies as experiential projects) and attending 10 consecutive quarters or 2.5 years:

If Student 1 would like to complete a minor, which is possible given the motivation level of the student, an additional quarter would be necessary to complete 3 additional Management courses, 1 in Quarter 10 and 2 in another quarter.

8	SNL Courses	40 credit hours, 2 ILPs, 2 Exams, 2 Seminars
1 1/2	LA&S Courses	6 credit hours
5 1/2	COC Courses	22 credit hours
1	CTI Course	4 credit hours
16	Courses	72 credit hours

10 consecutive part-time quarters or 2.5 years

Scenario One BAGB Learning Plan

Quarter	College	Courses	Comps	Credit Hours	Total Comps
Pre-admission	COD	19 Transfer courses from Management AA degree	19		19
Quarter 1	SNL	Independent Learning Seminar	L-1	10	24
	SNL	Content Course 1	L7, AI		
	SNL	Pass Proficiency Exams	L4,L5		
Quarter 2	SNL	Foundations of Adult Learning	L2,F1	4	27
	SNL	Independent Learning Project	A5		
Quarter 3	LA&S	BMS 125: Business Calculus	S2X	8	31
	SNL	Content Course 2	HC, S4		
Quarter 4	CTI	IT 223: Data Analysis	S2H	8	33
	LA&S	WRD 202: Professional Business Writing (2 credits)	A2X 1/2 comp		
	COC	MGT 202: Making Sense/Managerial Data (2 credits)	S2X 1/2 comp		
Quarter 5	SNL	Independent Learning Projects	H5, L3	10	37
	SNL	Research Seminar	L8,L9		
Quarter 6	COC	MKT 310: Consumer Behavior	F5	8	38
	SNL	Content Course 3	S5		
Quarter 7	SNL	Externship	L10,L11	8	41
	COC	FIN 290: Finance	F8		
Quarter 8	SNL	Advanced Elective	E1,E2	8	44
	COC	ECO 315: Money and Banking	F9		
Quarter 9	SNL	Advanced Project	F11,F12	8	47
	COC	ICS 394: Entrepreneurship Strategy	F10		
Quarter 10	SNL	Content Course 3	AI, H4	8	50
	SNL	Summit Seminar	L12		

Scenario One BAGB Competence Chart

LIFELONG LEARNING AREA (12 SNL requirements)	LIBERAL LEARNING AND ELECTIVE AREA (26 requirements: 12 SNL, 7.5 Commerce, 1.5 LA&S, 1 CTI, 4 anywhere)			FOCUS AREA (12 requirements: 3 in SNL, 9 in Commerce)
	Arts & Ideas Category	Human Community Category	The Scientific World Category	
L-1 Independent Learning Seminar	A&I Elective	HC Elective	SW Elective	F-1: Focused Planning
Q1	Content Course 1 Q1	Content Course 2 Q3	S1D; CIS 1150 COD	Q2
L-2 Foundations of Adult Learning	A&I Elective	H1D: BLW 201 Business Law	SW Elective	F-2: ACC 101
Q2	Content Course 3 Q10	Buslw 2211 COD	S2A: BIO 1100 COD	Accou 1140 COD
L-3 Civic Engagement	A2X: Communications	H1X: ECO 105 Microeconomics	S2X: BMS 125 Business Calculus I	F-3: ACC 102
Q2	Speech 1100 COD	Econo 2201 COD	Q3	Accou 1150 COD
L-4 Writing for Competence Pass Proficiency Exam	A2X: WRD 202: Professional Writing 1/2 competence	H1C: ECO 106 Macroeconomics	S2H: IT 223 Data Analysis	F-4: MKT 301
Q1	Q4	Econo 2202 COD	Q4	Marke 2210 COD
L-5 Critical Thinking Pass Proficiency Exam	A-4 Business Ethics	H-4 Power and Justice	S-4 Interconnections in the Natural World	F-5: MKT 310:
Q1	Philo 1114 COD	Content Course 3 Q10	Content Course 2 Q3	Q6
L-6 Quantitative Reasoning Math 1100 COD	A-5 Creativity Experiential Learning	H-5 Globalization Experiential Learning	S-5:Scientific Reasoning	F-6: MGT 300
	Q2	Q5	Content Course 4 Q6	Manag 2210 COD
L-7 Collaborative Learning	E-1: SNL Advanced Elective	E-2: SNL Advanced Elective		F-7: MGT 301
Content Course 1	Q8	Q8		Manag 2250 COD
Q1	S2X: MGT 202: 1/2 competence			
	Q4			
L-8 Research Seminar	EX-1 Business Elective	EX-2 Business Elective	EX-3 Business Elective	F-8: FIN 290
Q5	ICS 200 Busin 1100 COD	MGT 302 Manag 2220 COD	MGT 307 Manag 2240 COD	Q7
L-9 Research Seminar	EX-4 Open Elective	EX-5 Open Elective	EX-6 Open Elective	F-9: ECO 315
Q5	CIS 1221 COD	Manag Elective COD	Manag Elective COD	Q8

L-10 Externship Q7	<p>11 COD courses required of AA, placed in COC requirements</p> <p>6 COD courses required for AA, placed in SNL requirements</p> <p>2 COD courses not part of AA but taken to fill BAGB requirements</p> <p>4 Competencies completed as Experiential Learning or Exam</p>	F-10: ICS 394 Q9
L-11 Externship Q7	<p>3 COD Management Program Electives would not fit into the program</p> <p>ENG 1101, Composition would not transfer</p> <p>Math Algebra and Pre-Calculus would not fit into the program</p>	F-11 Advanced Project Q9
L-12 Summit Seminar Q10	<p>19 courses would transfer at 3 hours each = 57 sem = 85.5 quarter hours</p>	F-12 Advanced Project Q9

BAGB Scenario Two (Student with AA degree completing BA program, part-time)

In this scenario, Student 2 is similar to Student 1, but applies the transfer credit to the regular SNL BA program.

Student 2 completes an Associate's Degree in a Business related field; the College of DuPage (COD) Management AA is used in this example. 17 of the student's 21 courses from COD would be placed.

Student 2 is assumed to be well prepared and has done excellent advanced planning including the development of written and technology skills, able to pass the L4, L5 and L6 exams, and capable of effective independent learning.

Since Student 2 was not planning to complete the BAGB, the student did not take additional math courses and business titles as part of the AA degree, which accounts for the student completing the AA with 21 rather than 25 courses.

Here is an estimate based on Student 2's attending DePaul part-time (taking two courses in most quarters and completing the A5, H5 and A2 competencies as experiential projects) and attending 8 consecutive quarters or 2.0 years.

This scenario should be comparable to any student with an AA degree in business or any other area that chooses to do the BA program while selecting a Focus Area in the same field as the AA degree.

12 - SNL Courses - 56 credit hours, 3 ILPs, 3 Exams, 2 Seminars

8 consecutive quarters part-time or 2.0 years

Scenario Two: BAGB Learning Plan

Quarter	College	Courses	Comps	Credit Hours	Total Comps
Pre-admission	COD	17 Transfer courses from Management AA degree	17		17
Quarter 1	SNL	Independent Learning Seminar	L-1	6	22
	SNL	Content Course 1	L7, A1		
	SNL	Pass Proficiency Exams	L4,L5		
Quarter 2	SNL	Foundations of Adult Learning	L2,F1	6	25
	SNL	Independent Learning Project 1	A5		
Quarter 3	SNL	Content Course 2	H1, S4	8	30
	SNL	Content Course 3	AX, H4		
Quarter 4	SNL	Content Course 4	S5	8	35
	SNL	Independent Learning Project 2 and 3	H5, L3		
	SNL	Research Seminar	L8,L9		
Quarter 5	SNL	Content Course 5	S1, S3	8	38
	SNL	Advanced Elective	E1,E2		
Quarter 6	SNL	Content Course 6	H2, HX	8	42
	SNL	Externship	L10,L11		
Quarter 7	SNL	Content Course 7	A3, AX	8	46
	SNL	Advanced Project	F11,F12		
Quarter 8	SNL	Content Course 8	A4, SX	8	50
	SNL	Independent Learning Project 4	A2		
	SNL	Summit Seminar	L12		

Scenario Two: BA Competence Chart

LIFELONG LEARNING AREA (12 SNL requirements.)	LIBERAL LEARNING AND ELECTIVE AREA (26 requirements: 12 SNL, 7.5 Commerce, 1.5 LA&S, 1 CTI, 4 anywhere)			FOCUS AREA (12 competencies)
	Arts & Ideas Category	Human Community Category	The Scientific World Category	
L-1 Independent Learning Seminar: Q1	Interpreting the Arts Content Course 1 Q1 (A-1-___)	Communities and Societies Content Course 2 Q3 (H-1-___)	Experiencing Science Content Course 4 Q5 (S-1-___)	F-1 Focused Planning: Q2
L-2 Foundations of Adult Learning: Q2	Creative Expression Independent Learning Project 3 Q8 (A-2-___)	Institutions & Organizations Content Course 5 Q6 (H-2-___)	Patterns and Processes Biolo 1100 transfer (S-2-___)	F-2 Focus Area Elective Busin 1100 transfer
L-3 Civic Engagement Q2	Reflection and Meaning Content Course 6 Q7 (A-3-___)	Individual Development Speech 1100 transfer (H-3-___)	Science, Technology, Society Content Course 4 Q5 (S-3-___)	F-3 Focus Area Elective Accou 1140 transfer
L-4 Writing for Competence: Pass Proficiency Exam Q1	Arts and Ideas Elective Philo 1114 transfer (A-___-___)	Human Community Elective Buslw 2211 transfer (H-___-___)	Scientific World Elective CIS 1150 transfer (S-___-___)	F-4 Focus Area Elective Manag 2210 transfer
L-5 Critical Thinking: Pass Proficiency Exam Q1	Arts and Ideas Elective Content Course 3 Q3 (A-___-___)	Human Community Elective Econo 2201 transfer (H-___-___)	Scientific World Elective CIS 1221 transfer (S-___-___)	F-5 Focus Area Elective Manag 2200 transfer
L-6 Quantitative Reasoning: Math 1100 transfer	Arts and Ideas Elective Content Course 6 Q7 (A-___-___)	Human Community Elective Content Course 5 Q6 (H-___-___)	Scientific World Elective Content Course 7 Q8 (S-___-___)	F-6 Focus Area Elective Manag 2240 transfer
L-7 Collaborative Learning: Content Course 1 Q1	A-4 Ethics in the Contemporary World: Content Course 7 Q8	H-4 Power and Justice Content Course 3 Q3	S-4 Interconnections in the Natural World: Content Course 2 Q3	F-7 Focus Area Elective Marke 2210 transfer
L-8 Research Seminar: Q4	A-5 Creativity: Independent Learning Project 1 Q2	H-5 Globalization:.. Independent Learning Project 2 Q4	S-5 Scientific Reasoning: Content Course Q4	F-8 Focus Area Elective Manag 1100 transfer

L-9 Research Seminar Q4		E-1 Advanced Elective Q5	E-2 Advanced Elective Q5		F-9 Focus Area Elective Manag 1161 transfer
L-10 Externship: Q6	COD Management AA Transfer Student 17 of 21 transfers would fit into program 3 Management Electives and English Composition would not fit into Competence Slots.				F-10 Focus Area Elective Manag 1820 transfer
L-11 Externship Q6					F-11 Advanced Project: Q7
L-12 Summit Seminar: Q8					F-12 Advanced Project Q7

BAGB Scenario Three (Less prepared student with AA degree completing BAGB, part-time)

Student 3 completes an Associate's Degree in a Business related field, the College of DuPage (COD) Management AA is used in this example. 15 of the student's 21 courses from COD would be placed.

Student 3 is assumed to be an average to below average student who has completed the minimum requirements for the AA degree and had some D grades, preventing those courses from transfer. The student will likely need to take some extra courses to complete the BAGB requirements and is not a strong writer or interested in experiential learning.

Here is an estimate based on Student 3's attending DePaul part-time (taking two courses in most quarters) and attending 14 consecutive quarters or 3.5 years. However, due to potential scheduling conflicts, retaking one or more courses and/or personal obstacles, a realistic time frame would be 4 years.

11	SNL Courses	52 credit hours, no ILPs, no exams, 2 seminars
3.5	LA&S Courses	14 credit hours
10.5	COC Courses	42 credit hours
1	CTI Course	4 credit hours
28	Courses	112 credit hours

14 consecutive quarters part-time or 3.5 years

Scenario Three BAGB Learning Plan

Quarter	College	Courses	Comps	Credit Hours	Total Comps
Pre-admission	COD	15 Transfer courses from Management AA degree	15		15
Quarter 1	SNL	Independent Learning Seminar	L1	10	17
	SNL	Critical Thinking	L5		
	LA&S	MAT 101: College Algebra	None		
Quarter 2	SNL	Foundations of Adult Learning	L2,F1	8	19
	LA&S	MAT 130: Pre-Calculus	None		
Quarter 3	SNL	Writing for Competence	L4	8	22
	LA&S	BMS 125: Business Calculus	S2X		
Quarter 4	COC	ACC 101: Accounting 1	F2	8	25
	CTI	IT 223: Data Analysis	S2H		
Quarter 5	SNL	Content Course 1	L7, AI	8	27
	COC	ACC 102: Accounting 2	F3		
Quarter 6	SNL	Research Seminar	L8,L9	10	30
	COC	MGT 202: Making Sense/Managerial Data (2 credits)	S2X 1/2 comp		
Quarter 7	COC	ECO 105: Microeconomics	H1X	8	32
	COC	BLW 201: Business Law	H1D		
Quarter 8	COC	ECO 106: Macroeconomics	H1C	8	34
	COC	MKT 310: Consumer Behavior	F5		
Quarter 9	SNL	Content Course 2	A1X, A5	8	37
	SNL	Content Course 3	S5		
Quarter 10	SNL	SNL Advanced Electives	E1,E2	8	40
	COC	FIN 290: Finance	F8		
Quarter 11	SNL	Externship	L10,L11	8	43
	COC	ECO 315: Money and Banking	F9		
Quarter 12	SNL	Content Course 4	H4,H5	8	46
	COC	ICS 394: Entrepreneurship Strategy	F10		
Quarter 13	SNL	Advanced Project	F11,F12	6	49
	SNL	Content Course 5	S4		
Quarter 14	LA&S	WRD 202 Professional Business Writing (2 credits)	A2X 1/2 comp	2	50
	SNL	Summit Seminar	L12		

Scenario Three BAGB Competence Chart

LIFELONG LEARNING AREA (12 SNL requirements)	LIBERAL LEARNING AND ELECTIVE AREA (26 requirements: 12 SNL, 7.5 Commerce, 1.5 LA&S, 1 CTI, 4 anywhere)			FOCUS AREA (12 requirements: 3 in SNL, 9 in Commerce)
	Arts & Ideas Category	Human Community Category	The Scientific World Category	
L-1 Independent Learning Seminar Q1	A&I Elective Content Course 1 Q5	HC Elective H3A: Psych 1100 COD	SW Elective S1D: CIS 1150 COD	F-1: Focused Planning Q2
L-2 Foundations of Adult Learning Q2	A&I Elective Content Course 2 Q9	H1D: BLW 201 Business Law Q7	SW Elective S2A: BIO 1100 COD	F-2: ACC 101 Q4
L-3 Civic Engagement Q2	A2X: Communications Speech 1100 COD	H1X: ECO 105 Microeconomics Q7	S2X: BMS 125 Business Calculus I Q3	F-3: ACC 102 Q5
L-4 Writing for Competence Q3	A2X: WRD 202: Professional Writing 1/2 competence Q5	H1C: ECO 106 Macroeconomics Q8	S2H: IT 223 Data Analysis Q4	F-4: MKT 301 Marke 2210 COD
L-5 Critical Thinking Q1	A-4 Business Ethics Philo 1114 COD	H-4 Power and Justice Content Course 3 Q12	S-4 Interconnections in the Natural World Q13	F-5: MKT 310: Q8
L-6 Quantitative Reasoning Math 1100 COD	A-5 Creativity Content Course 2 Q9	H-5 Globalization Content Course 3 Q12	S-5: Scientific Reasoning Content Course 4 Q9	F-6: MGT 300 Manag 2210 COD
L-7 Collaborative Learning Content Course 1 Q5	E-1: SNL Advanced Elective Q10	E-2: SNL Advanced Elective Q10	F-7: MGT 301 Manag 2250 COD	
L-8 Research Seminar Q6	EX-1 Business Elective ICS 200 Busin 1100 COD	EX-2 Business Elective MGT 302 Manag 2220 COD	EX-3 Business Elective MGT 307 Manag 2240 COD	F-8: FIN 290 Q10
L-9 Research Seminar Q6	EX-4 Open Elective CIS 1221 COD	EX-5 Open Elective Manag Elective COD	EX-6 Open Elective Manag Elective COD	F-9: ECO 315 Q11
L-10 Externship Q11	8 COD courses required of AA, placed in COC requirements 7 COD courses required for AA, placed in SNL requirements			F-10: ICS 394 Q12
L-11 Externship Q11	3 COD Management Program Electives would not fit into the program ENG 1101, Composition would not transfer			F-11 Advanced Project Q13

L-12 Summit Seminar Q14	Student got D grade in Accou 1140, Buslw 2211, making them non-transfers 15 courses would transfer = 46 sem = 69 quarter hours MAT 101: College Algebra fill no competence requirement Q1 MAT 130: Pre-Calculus fill no competence requirement Q2	F-12 Advanced Project Q13
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Scenario Four (Student completes BAGB without any transfers or experiential learning, part-time)

Student 4 plans to complete the entire degree as coursework on a part-time basis taking 2 courses in most quarters, year round. The degree would take 18 quarters or 4.5 years at this pace. Of course, the actual time frame may vary depending on consistent enrollment, need to retake courses, application of experiential learning, or increasing quarterly load. However, this part-time scenario as presented gives the best basic view of completing the program without use of transfer courses or application of experiential learning and can be used as a baseline of completing degree requirements compared to a traditional Commerce degree.

15	SNL Courses	64 credit hours, no ILPs, no exams, 2 Seminars
3.5	LA&S Courses	14 credit hours
17.5	COC Courses	70 credit hours
1	CTI Course	4 credit hours
37	Courses	152 credit hours

18 consecutive quarters part-time or 4.5 years

Scenario Four BAGB Learning Plan

Quarter	College	Courses	Comps	Credit Hours	Total Comps
Quarter 1	SNL	Independent Learning Seminar	L1	10	3
	SNL	Critical Thinking	L5		
	COC	ICS 200: Introduction to Business	EX 1		
Quarter 2	SNL	Foundations of Adult Learning	L2,F1	8	6
	SNL	Quantitative Reasoning	L6		
Quarter 3	SNL	Writing for Competence	L4	8	9
	LA&S	MAT 101: College Algebra	S2X		
Quarter 4	SNL	Content Course 1	L7, AI	8	12
	LA&S	MAT 130: Pre-Calculus	S2X		
Quarter 5	COC	ECO 105: Microeconomics	H1X	8	14
	LA&S	BMS 125: Business Calculus	S2X		
Quarter 6	COC	ECO 106: Macroeconomics	H1C	8	16
	CTI	IT 223: Data Analysis	S2H		
Quarter 7	SNL	Content Course 2 (Communications Topic)	A2X, A5	8	19
	COC	ACC 101: Accounting 1	F2		
Quarter 8	SNL	Content Course 3 (Ethics with Business)	A4, HC	8	22
	COC	ACC 102: Accounting 2	F3		
Quarter 9	COC	MGT 300: Principles of Management	F6	8	24
	COC	MKT 301: Principles of Marketing	F4		
Quarter 10	COC	BLW 201: Business Law	H1D	8	26
	COC	MKT 310: Consumer Behavior	F5		
Quarter 11	COC	MGT 202: Making Sense/Managerial Data (2 credits)	S2X 1/2 comp	8	28
	LA&S	WRD 202 Professional Business Writing (2 credits)	A2X 1/2 comp		
	COC	MGT 301: Managerial Concepts	F7		
Quarter 12	SNL	Research Seminar	L8,L9	8	32
	SNL	Content Course 4	H4, HC		
Quarter 13	SNL	SNL Advanced Electives	E1,E2	8	35
	COC	FIN 290: Finance	F8		
Quarter 14	SNL	Content Course 5	S4, SW	8	38
	SNL	Content Course 6	S5		
Quarter 15	SNL	Externship	L10,L11	8	41
	COC	ECO 315: Money and Banking	F9		
Quarter 16	COC	MGT 302: Organizational Behavior	EX 2	8	43
	COC	ICS 394: Entrepreneurship Strategy	F10		
Quarter 17	SNL	Advanced Project	F11,F12	8	46
	COC	MGT 307: Human Resource Management	EX 3		
Quarter 18	SNL	Content Course 6	H5, AI	8	50
	SNL	Content Course 7	HC		
	SNL	Summit Seminar	L12		

Scenario Four Competence Chart

LIFELONG LEARNING AREA (12 requirements: all in SNL)	LIBERAL LEARNING AND ELECTIVE AREA (26 requirements: 12 SNL, 7.5 Commerce, 1.5 LA&S, 1 CTI, 4 anywhere)			FOCUS AREA (12 requirements: 3 in SNL, in Commerce) 9
	Arts & Ideas Category	Human Community Category	The Scientific World Category	
L-1 Independent Learning Seminar Q1	A&I Elective Content Course 1 Q4	HC Elective Content Course 3 Q8	SW Elective S2X: MAT 101 Q3	F-1: Focused Planning Q2
L-2 Foundations of Adult Learning Q2	A&I Elective Content Course 6 Q18	H1D: BLW 201: Business Law Q10	SW Elective S2X: MAT 130 Q4	F-2: ACC 101 Q7
L-3 Civic Engagement Q2	Communications course A2X: Content Course 2 Q7	H1X: ECO 105: Microeconomics Q5	BMS 125: Business Calculus I Q5	F-3: ACC 102 Q8
L-4 Writing for Competence Q3	A2X: WRD 202: Professional Writing 1/2 competence Q11	H1C: ECO 106: Macroeconomics Q6	IT 223: Data Analysis Q6	F-4: MKT 301 Q9
L-5 Critical Thinking Q1	A-4 Business Ethics Content Course 3 Q8	H-4 Power and Justice Content Course 4 Q12	S-4 Interconnections in the Natural World Content Course 5 Q14	F-5: MKT 310: Q10
L-6 Quantitative Reasoning Q2	A-5 Creativity Content Course 2 Q7	H-5 Globalization Content Course 6 Q18	S-5: Scientific Reasoning Content Course 7 Q14	F-6: MGT 300 Q9
L-7 Collaborative Learning Content Course 1 Q4	E-1: SNL Advanced Elective Q13 S2X: MGT 202 Q11	E-2: SNL Advanced Elective Q13	F-7: MGT 301 Q11	
L-8 Research Seminar Q12	EX-1 Business Elective ICS 200 Q1	EX-2 Business Elective MGT 302 Q16	EX-3 Business Elective MGT 307 Q17	F-8: FIN 290 Q13
L-9 Research Seminar Q12	EX-4 Open Elective Content Course 4 HC Comp Q12	EX-5 Open Elective Content Course 5 SW Comp Q14	EX-6 Open Elective Content Course 7 HC Comp Q18	F- 9: ECO 315 Q15
L-10 Externship Q15				F- 10: ICS 394 Q16
L-11 Externship Q15				F-11 Advanced Project Q17
L-12 Summit Seminar Q18				F-12 Advanced Project Q17

Scenario Five (Student completes BAGB without any transfers or experiential learning, full-time)

In this scenario, Student 5 plans to complete the entire degree as coursework on a full-time basis taking 3 courses in most quarters, year round. The degree would take 12 quarters or 3.0 years at this pace. Of course, the actual time frame may vary depending on consistent enrollment, need to retake courses, application of experiential learning, or increasing quarterly load. This scenario compared to completing the BS in Commerce at a full-time pace differs in several ways. The full-time student in this scenario is assumed to be an adult and most likely not working or at least not working full-time and attends year round, with the full-time load consisting of three courses per quarter. The traditional COC student does not attend summers, averages 4 courses per quarter, attends for four years, and would log 20 more credit hours or 10 courses. These 10 extra courses would mainly address a major subject area and several other Liberal Arts requirements.

15	SNL Courses	64 credit hours, no ILPs, no exams, 2 Seminars
3.5	LA&S Courses	14 credit hours
17.5	COC Courses	70 credit hours
1	CTI Course	4 credit hours
37	Courses	152 credit hours

12 consecutive quarters part-time or 3.0 years

Scenario Five BAGB Learning Plan

Quarter	College	Courses	Comps	Credit Hours	Total Comps
Quarter 1	SNL	Independent Learning Seminar	L1	14	4
	SNL	Critical Thinking	L5		
	COC	ICS 200: Introduction to Business	EX 1		
	SNL	Quantitative Reasoning	L6		
Quarter 2	SNL	Foundations of Adult Learning	L2,F1	12	8
	SNL	Writing for Competence	L4		
	LA&S	MAT 101: College Algebra	S2X		
Quarter 3	SNL	Content Course 1	L7, AI	12	14
	SNL	Content Course 2 (Communications Topic)	A2X, A5		
	LA&S	MAT 130: Pre-Calculus	S2X		
Quarter 4	SNL	Content Course 3 (Ethics with Business)	A4, HC	12	18
	COC	ACC 101: Accounting 1	F2		
	LA&S	BMS 125: Business Calculus	S2X		
Quarter 5	SNL	Content Course 4	H4, HC	12	22
	COC	ACC 102: Accounting 2	F3		
	CTI	IT 223: Data Analysis	S2H		
Quarter 6	SNL	Content Course 5	S4, SW	12	26
	COC	ECO 105: Microeconomics	H1X		
	COC	BLW 201: Business Law	H1D		
Quarter 7	SNL	Research Seminar	L8,L9	14	30
	COC	ECO 106: Macroeconomics	H1C		
	COC	MGT 300: Principles of Management	F6		
Quarter 8	SNL	SNL Advanced Electives	E1,E2	12	34
	COC	MKT 301: Principles of Marketing	F4		
	COC	MGT 301: Managerial Concepts	F7		
Quarter 9	SNL	Content Course 6	H5, AI	12	38
	COC	MKT 310: Consumer Behavior	F5		
	COC	MGT 202: Making Sense/Managerial Data (2 credits)	S2X 1/2 comp		
	LA&S	WRD 202 Professional Business Writing (2 credits)	A2X 1/2 comp		
Quarter 10	SNL	Externship	L10,L11	12	42
	COC	MGT 302: Organizational Behavior	EX 2		
	COC	ECO 315: Money and Banking	F9		
Quarter 11	SNL	Advanced Project	F11,F12	12	46
	COC	MGT 307: Human Resource Management	EX 3		
	COC	FIN 290: Finance	F8		
Quarter 12	SNL	Content Course 7	HC	12	50
	SNL	Content Course 8	S5		
	COC	ICS 394: Entrepreneurship Strategy	F10		
	SNL	Summit Seminar	L12		

Scenario Five BAGB Competence Chart

LIFELONG LEARNING AREA (12 requirements: all in SNL)	LIBERAL LEARNING AND ELECTIVE AREA (26 requirements: 12 SNL, 7.5 Commerce, 1.5 LA&S, 1 CTI, 4 anywhere)			FOCUS AREA (12 requirements: 3 in SNL, in Commerce) 9
	Arts & Ideas Category	Human Community Category	The Scientific World Category	
L-1 Independent Learning Seminar Q1	A&I Elective Content Course 1 Q3	HC Elective Content Course 3 Q4	SW Elective S2X: MAT 101 Q2	F-1: Focused Planning Q2
L-2 Foundations of Adult Learning Q2	A&I Elective Content Course 6 Q9	H1D: BLW 201: Business Law Q6	SW Elective S2X: MAT 130 Q3	F-2: ACC 101 Q4
L-3 Civic Engagement Q2	Communications course A2X: Content Course 2 Q3	H1X: ECO 105: Microeconomics Q6	BMS 125: Business Calculus I Q4	F-3: ACC 102 Q5
L-4 Writing for Competence Q2	A2X: WRD 202: Professional Writing 1/2 competence Q9	H1C: ECO 106: Macroeconomics Q7	IT 223: Data Analysis Q5	F-4: MKT 301 Q8
L-5 Critical Thinking Q1	A-4 Business Ethics Content Course 3 Q4	H-4 Power and Justice Content Course 4 Q5	S-4 Interconnections in the Natural World Content Course 5 Q6	F-5: MKT 310: Q9
L-6 Quantitative Reasoning Q1	A-5 Creativity Content Course 2 Q3	H-5 Globalization Content Course 6 Q9	S-5: Scientific Reasoning Content Course 7 Q12	F-6: MGT 300 Q7
L-7 Collaborative Learning Content Course 1 Q3	E-1: SNL Advanced Elective Q8	E-2: SNL Advanced Elective Q8	S2X: MGT 202: Q9	F-7: MGT 301 Q8
L-8 Research Seminar Q7	EX-1 Business Elective ICS 200 Q1	EX-2 Business Elective MGT 302 Q10	EX-3 Business Elective MGT 307 Q11	F-8: FIN 290 Q11
L-9 Research Seminar Q7	EX-4 Open Elective Content Course 4 HC Comp Q5	EX-5 Open Elective Content Course 5 SW Comp Q6	EX-6 Open Elective Content Course 7 HC Comp Q12	F- 9: ECO 315 Q10
L-10 Externship Q10				F- 10: ICS 394 Q12
L-11 Externship Q10				F-11 Advanced Project Q11
L-12 Summit Seminar Q12				F-12 Advanced Project Q11

Focus Area Competence Balance for Business Minors

Students who design their focus area in traditional business areas must dedicate their Lifelong Learning and Liberal Learning competencies to areas outside the traditional business areas. Areas defined as traditional business include for-profit application of Accounting, Business Law, Decision Sciences, Finance (including Insurance, Real Estate, and Banking), Human Resources, Management, Management Information Systems, Management Science, Marketing, Operations Management, Organizational Behavior, Organizational Development, Strategic Management, Supply Chain Management (including Transportation and Logistics), and Technology Management.

For detailed information on how Business Minors can fit within the Focus Area, see 'Business Minors' on the SNL website.

Community-based learning Courses

Community-based learning connects meaningful community work with classroom learning. It offers students thoughtfully organized experiences that attempt to meet real community needs. Because community-based learning extends learning beyond the classroom, it offers the opportunity to work with non-profit organizations to test classroom theories in practical situations, and to provide a needed service to the community. Students find that community-based learning is an experience unlike any other. It stimulates intellectual and personal growth as well as fosters a sense of connection to a larger community. Community-based learning courses offer students time to reflect on their service experience in classroom discussion and writing assignments.

Courses require a minimum of 20 hours spent outside of class working with a community organization. In the past, students in community-based learning courses have had the opportunity to:

- tutor school age children
- organize recreational activities at a shelter that provides a stable residence for ill or injured homeless men and women
- work with teen mothers in a group home
- interview guests at a suburban homeless shelter so that the community can better meet their needs
- provide recreation activities for elderly men and women living in nursing homes
- serve as a mentor in an exercise and nutrition program offered through Chicago's Department of Public Health
- assist women on welfare who are attempting to make the transition to financial independence
- play with children who live in a homeless shelter for single parent families
- work in a community health clinic for those without health insurance
- provide interviewing and job skills counseling to a job assistance program for unemployed women and men
- work in animal shelters

[For more information about community-based learning, see your Faculty Mentor.](#)

Local Review Board at SNL and Institutional Review Board at DePaul University

What is the Local Review Board?

The *Local Review Board* (LRB) resides within every college at DePaul, including SNL. All proposals involving human subjects come to the SNL LRB before being sent to the University's Institutional Review Board (IRB). This is the first point of contact for any proposal involving human subjects that is *not specifically related and limited to class assignments*.

What is the Institutional Review Board?

The *Institutional Review Board* is a university-wide committee to review all research activities involving human subjects conducted by DePaul faculty, staff, or students. The IRB is made up of a diverse group of DePaul faculty and staff with representatives from various colleges, schools, and departments, as well as local community representatives. The SNL Local Review Board submits vetted proposals to the IRB.

Why do we have these boards?

The IRB fulfills DePaul's contract with the federal Office of Human Research Protections (OHRP) to ensure that all human subjects research (whether federally-funded or not) conducted by DePaul faculty, staff, and students complies with the federal regulations (45 CFR 46) and adhere to the statement of principles contained in the Ethical Principles and Guidelines for the Protection of Human Subjects of Research (The Belmont Report). IRB approval affirms the methodological and ethical quality of the research, and it is the primary responsibility of the IRB to review research activities that involve human subjects or their data to ensure that:

- The risks to the participant are outweighed by the possible benefits to the participant and/or the importance of the knowledge to be gained or its benefit to society.
- The rights and welfare of each participant will be adequately protected.
- Informed consent is obtained by adequate and appropriate means, when applicable.
- Long-term research protocols are reviewed at least annually.
- The participant is fully aware of his/her rights, risks, benefits, and the nature of the procedures.

What sort of review is needed for class-related projects?

IRB review of classroom-related activities is not required at DePaul when the collection of information from participants is exclusively for the purpose of class discussion or for the purpose of training in research or research methods. Instructors who believe that their students' classroom-related activity does not require IRB review may choose to submit the course syllabus to their Local Review Board for confirmation. Instructors who are uncertain about whether their classroom activities require IRB review should definitely submit their course syllabus to their Local Review Board for evaluation.

Even when IRB review is not required, activities designed to collect information from human participants should protect the rights of these participants. In such cases, the instructor remains responsible for educating students about the protection of human subjects and providing ethical guidance for all student projects. The SNL LRB strongly recommends that all students embarking on human subject research complete the CITI training and certification.

Instructors and students are advised to review and adhere to DePaul's *Best Practices in Designing & Conducting Non-Reviewable, Classroom Based Research* at the end of this document.

What if the research involving human subjects will extend beyond the classroom assignment and/or is independent from any class? *Research with human subjects that is not specifically related and limited to class assignments must be reviewed by the LRB and IRB.* All individuals engaging in the conduct of research at DePaul with human subjects, including faculty sponsors supervising student researchers, will be required to complete the CITI on-line basic initial training program before they will be approved as personnel on a research protocol.

What if I want to publish data collected for a class project? Data collected for a class project may not be used for publication or presentation, unless the project was reviewed and approved by the IRB *prior to recruitment and data collection.* Should there be any possibility of or intent to publish, present, or otherwise disseminate research data or findings outside the course in the future (e.g., for a Senior Paper, a Master's Thesis, by the instructor), an application must be submitted for review and approval by the IRB prior to the start of recruitment and data collection.

Resources

For more information, see the following: <http://offices.depaul.edu/ors/research-protections/irb/Pages/faqs.aspx>

For training, see the following: <https://offices.depaul.edu/ors/research-protections/irb/training/Pages/default.aspx>

For forms, see the following: <https://offices.depaul.edu/ors/research-protections/irb/Pages/forms-templates.aspx>

Steps to Human Subjects Research LRB/IRB Approval:

1. If you and your instructor judge that your research falls under LRB/IRB requirements, download the form, complete it, and mail it to snllrb@depaul.edu for internal review.
2. The Local Review Board at SNL will review and likely send the proposal back to you with specific questions and suggestions for changes. Once a final proposal is agreed upon, SNL IRB will submit the proposal to the Institutional Review Board, who will be in touch with you once a determination has been made or if there are questions.

Best Practices in Non-Reviewable, Classroom-Based Research

- ◆ The Institutional Review Board at DePaul University does not review research conducted by students solely to fulfill a course requirement, unless the student researcher or the faculty member intends to disseminate or generalize the data (e.g., by publishing, presenting/publishing an abstract or poster, or presenting the research at an academic conference). Nevertheless, DePaul University has a strong interest in ensuring that all research at the university is conducted ethically. For this reason, DePaul's IRB has ratified the following "best practices" for faculty members who teach research methods courses and for students

conducting research in order to fulfill course requirements Human subjects research conducted to complete Masters or Doctoral degree program requirements is not included in this policy, as these activities require IRB review and approval prospectively.

- ◆ Students engaging in non-reviewable classroom human subject research should **complete** the human subjects research ethics training module required for students by the DePaul Office of Research Protections. The link to the online CITI training course is available on the IRB webpage at: <http://research.depaul.edu/>. In addition, students should carefully review important documents in the area of human subjects protection (i.e. *Belmont Report*; *Declaration of Helsinki*; *World Health Organization Guidelines*)
- ◆ Students are encouraged to develop data-gathering procedures that are consistent with the principles outlined in research ethics and human subject protection guidance and that incorporate methods to protect the confidentiality of the research data.
- ◆ Confidentiality and protection of research subjects should be the guiding principles in students' research methods. Whenever possible, participants' anonymity should be guaranteed.
- ◆ Students are cautioned that anonymity and confidentiality have different meanings.
 - Study data may not be appropriately described as "anonymous," if the researcher collects participant names, other identifiable information, or audio- or video-recordings (see guidance on audio/video recordings). Additionally, study data might not be anonymous if a combination of data elements, such as birth date, occupation, and zip code, could reasonably be used to determine the identity of the participant. Study data may be "anonymous" when the researcher never records anything in the research record that identifies the participant. Study data may be anonymous when the participant themselves is not completely anonymous to the researcher, for example in cases where interviews take place face-to face, the participant is not anonymous, but the data can be recorded anonymously.
 - Conversely, for a study that involves the collection of names or identifiable recordings the researcher could indicate that all data will remain "confidential," when research procedures ensure that participants' data will not be shared outside the research team in an identifiable format and protections are in place to prevent an unexpected breach of confidentiality.
- ◆ Students must become familiar with the principles of informed consent and be able to justify their consent processes to supervising faculty. A standard informed consent process includes:
 - Using a consent document or script or information sheet that provides sufficient information for the participant to make an informed decision about whether or not they want to be in the research(see, e.g., "adult consent form" or exempt information sheet templates at: <http://research.depaul.edu/>);
 - Ensuring that the consent document or script, or information sheet, is written at a language level appropriate for the population;
 - Having an oral exchange with the participant about the substance of the consent form or information sheet;

- Asking the participant to recount key characteristics of the study (risk, benefits, activities), in order to confirm understanding;
 - Collecting a signed & dated form from the participant, if appropriate; and
 - Providing the participant or parent/guardian with a copy of the consent form or information sheet for future reference.
 - These steps apply, regardless of whether the student seeks consent from an adult participant, parental permission from a parent/guardian, or assent from a minor participant.
- ◆ Should there be any possibility or intent to publish, present, or otherwise disseminate research data or findings outside the course, students must file an application for review with the IRB prior to beginning recruitment or data collection. Students should name a faculty sponsor on that application and confer with that person or the DePaul Office of Research Protections about federal regulations, guidance, and local DePaul policies governing human subject research at DePaul University..

Useful Websites

DePaul University:	http://www.depaul.edu
Campus Connection	https://campusconnect.depaul.edu
DePaul Library	http://www.library.depaul.edu
DePaul University Students	http://www.depaul.edu/students/
Library Online Workshop	http://library.depaul.edu/Services/OnlineInstruction.aspx
School for New Learning	http://www.snل.depaul.edu
SNL BA Program	See http://snل.depaul.edu under Academics
SNL BA in Computing	See http://snل.depaul.edu under Academics
SNL BA in Early Childhd. Ed.	See http://snل.depaul.edu under Academics
SNL BA in General Business	See http://snل.depaul.edu under Academics
SNL MAAPS Program	See http://snل.depaul.edu under Academics
SNL MSAT Program	See http://snل.depaul.edu under Academics
Calendar	See http://snل.depaul.edu under Student Resources
Forms	See http://snل.depaul.edu under Student Resources
Future Class Schedules	See http://snل.depaul.edu under Student Resources
Graduation Information	See http://snل.depaul.edu under Student Resources
Professional Advisor Info:	See http://snل.depaul.edu under Faculty & Staff
Proficiency Exams	See http://snل.depaul.edu under Student Resources
Registration Information	See http://snل.depaul.edu under Academics
Scholarships	See http://snل.depaul.edu under Student Resources
SNL Online Information	See http://snل.depaul.edu under Student Resources
Syllabi	See http://snل.depaul.edu under Academics