### http://wp.patheos.com/blogs/markdroberts/files/2011/04/Harvard-seal-3.jpg New Course Form https://upload.wikimedia.org/wikipedia/en/c/c1/Harvard-gsas.png

### Due to DMS Office by May 24, 2017

**Thank you for requesting to create a new course!**

In the form below, click into [fields] to modify/update. Also, a few things to note**:**

* **Turn on track changes when making a change to a previously submitted form**.
* Field titles that are in **Bold** are required fields. To prevent delays, please make sure all mandatory fields are filled out before submitting**.**

**Submitter Name:** \_\_\_\_\_\_\_\_\_\_\_Richard T. Born\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Today’s Date:** \_\_\_\_\_\_\_\_3/24/2017\_\_\_\_\_\_\_\_\_\_\_\_\_

**Course Catalog Data**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Number** | *e.g., BCMP 236*  Neurobiology 307qc (proposed) | | |
| **Long Course Title** *(100 characters max.)*  Title that is to appear in “Browse Catalog” viewed by students. | *e.g., Modern Drug Discovery: From principles to patients*  Thinking about data: statistics for the life sciences | | |
| **Short Course Title**  The contents of this field will appear on advisement reports and study lists. | *e.g., Modern Drug Discovery*  Thinking about data | | |
| **Description**  *(150 words max.)* Keep the description concise, as students will be browsing through many descriptions. | Probability & statistics taught with an emphasis on using simulations and re-sampling methods to both analyze data and understand core statistical concepts. Prior to class, students will view online lectures from Dr. Brian Healy’s biostatistics course. In class, we will focus on MATLAB coding exercises to practice different approaches to analyzing real data sets, with an emphasis on resampling methods. | | |
| **Course Credits**  Half course = full term course Quarter course = 8 sessions/half term | Half course - *4 Units*  [ *DMS office approval* ]  Quarter course - *2 Units* | | |
| **Multiple Enrollment** | Allow for multiple enrollments in a single term?  Yes  No  If yes, maximum units allowed per semester:[ Enter number here] | | |
| **Repeat for Credit** | Yes  No | | |
| **Grading Basis** | Letter grade  SAT/UNSAT *(300-level courses only)* [ *DMS office approval* ] | | |
| **Require instructor’s consent to register for course?** | Yes\*  No  \***Please note that if you check off “yes”, a faculty member from your course will need to approve all students who request to enroll.** | **Require instructor’s consent to withdraw from course?** | Yes  No |

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| **Enrollment limit?** | Yes\* \***Please note that if you set an enrollment limit, instructor consent will**  **be required.** | | |
| *If Yes:*1. Specify enrollment limit here: 25  2. Offer waitlist for students:  Yes  No  No | | |
| **How would you describe the primary component of your course?** | Workshop | **Are there additional components for your course?** | Yes Independent Study  No |
| **Will your course hold discussion sections?** | Yes  *If Yes:* 1.Specify section size: 25  2. Specify number of sections needed: 1  No | | |
| Course Pre-requisites?  Please note that any requirement added to a course is ***enforced by the system***, meaning that if a student attempts to enroll in a course and does not meet the requirement, the student will not be able to enroll in the class. | Yes  *If Yes:* 1.Specify course(s): (*Please include course number and title.)*  Neurobiology 306qc  No | | |
| **Final Exam** | Yes  No | | |

### Scheduling Information

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| --- | --- |
| **Term(s) course is held** | Fall 2017  Spring 2018  January 2018 Intensive course |
| **Meeting times** | Course start: 6  AM  PM  *Hours to be arranged*  Course end: 8  AM  PM  M T W Th F Sa Su    Additional notes for meeting times |
| **Course Dates** | **Start: 9/6/2017 End:** 10/25/2017 |
| **Course Head Instructor**  Please provide full name. The Course Head Instructor will automatically be listed first under the course title in the catalog and be assigned “Post” grading access. | [ Richard T. Born ] 30248783  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  First name, middle initial, last name HUID\* *(if applicable)*  *\*If this is a new course, please provide HUID.* |
| Additional teaching faculty and staff  Please list any faculty or administrator that need grading access. Please list full names and use the drop-down menus to select Role and Grading Access.  *Grading Access Definitions*  *Grade*: Individual can only enter grades for the class.  *Approve*: Individual can enter grades, approve the grade roster and approve students to enroll in the course.  *Post*: Individual can enter grades, approve the roster, approve students to enroll and post the grades to transcripts. **Access is limited only to Head Instructors.**  *Faculty Role Definitions*  *Head Instructor:* Head faculty teaching the course. Can list multiple. Will be assigned *Post* access.  *Instructor*: Additional instructors who are not the head instructor(s). May have *Grade* or *Approve* access.  *TA/TF:* Teaching Assistant or Teaching Fellow. Will not have grading access.  *Course Director:* Administrator directing administration of course. May have *Grade* or *Approve* access.  *Grade Admin:* Administrator supporting course (e.g. faculty assistant). Will be assigned *Grade* access. | 1. **Name:** [Brian Healy ]  **Role:** [ Instructor ]  **Grading Access:** [ None ]  **Listing Preference (For Instructors Only):** Order [ Second ]  **Harvard Affiliation**: ☐ Check off here if non-Harvard affiliation  2. **Name:** [Enter full name here ]  **Role:** [ Click and select arrow on right ]  **Grading Access:** [ Click and select arrow on right ]  **Listing Preference (For Instructors Only):** Order [ Select order ]  **Harvard Affiliation**: ☐ Check off here if non-Harvard affiliation  3. **Name:** [Enter full name here ]  **Role:** [ Click and select arrow on right ]  **Grading Access:** [ Click and select arrow on right ]  **Listing Preference (For Instructors Only):** Order [ Select order ]  **Harvard Affiliation**: ☐ Check off here if non-Harvard affiliation  **Additional instructors:**  Click to list additional instructors associated with the course. |

### Additional Course Notes

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| --- | --- |
| Notes for Course Listing  Please provide any additional notes about the course that you would like to include in the course catalog listing. | *e.g., Course expected to be offered in 2017-2018.*  *Note:* Enter notes here |

### Room Scheduling and Parking

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| --- | --- |
| **Room Scheduling Information** | Will you need DMS to book your room?  Yes  *If yes,*please fill out the Room Scheduling Form and submit the form to  [DMS\_Courses@hms.harvard.edu](mailto:DMS_Courses@hms.harvard.edu).  No  *If no,* please provide room location information (**required**):  TMEC 128 (request pending w/room scheduling - to be confirmed after courses are confirmed in July) - If DMS has the ability to “take priority” for room assignments, we are looking to book one of the learning studios in TMEC – 106, 128, 306, 328. If you think you should reserve the room instead of us, please let Tari know and she can cancel her pending request (and submit the room request form if needed).    On-campus ☐ Off-campus |
| **Visiting Faculty Parking** | Will you need on-campus parking arrangements for any of your visiting faculty?  Yes  *If yes,*please fill out the Parking Form and submit the form to  [DMS\_Courses@hms.harvard.edu](mailto:DMS_Courses@hms.harvard.edu).  No |

### Additional Notes for DMS

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| --- | --- |
| Notes  Please use this section to communicate any additional notes about the course that you would like our offices to know about. Thank you! | This course will use a flipped design in which students will view video lectures from Dr. Brian Healy’s Biostatistics Certificate Course (offered through Catalyst) prior to in-class programming exercises. Note also that I will have two teaching assistants who have not yet been identified. |