

Application for a New Course v10.5

Course ID <i>Subject and Number</i>	CONR 690
Date APPROVED	
Date DENIED	

I. Systems and Catalog Information Complete each item.

1	Course Developer	Joe L. Cope, J.D.
2	Course Teacher	Joe L. Cope, J.D.
3	Course Title	Conflict Resolution Residency
4	Course Abbreviation (if title is over 30 characters)	NA
5	College	Graduate & Professional Studies
6	Department	Duncum Center for Conflict Resolution
7	Number of Credit Hours	0 (zero)
8	Is the course Fixed Credit or Variable Credit?	Fixed
9	Is the course repeatable?	No
10	Maximum number of times course may be repeated	0 (zero)
11	Maximum number of hours credit	0 (zero)
12	Explanation for variable credit	NA
13a	Course contact hours - LEC	0 (zero)
13b	Course contact hours - Lab	0 (zero)
13c	Course contact hours - Practicum	0 (zero)
13d	Course contact hours - Seminar	40 (forty)
13e	Course contact hours - Studio	0 (zero)
13f	Course contact hours - Online	0 (zero)
13g	Course contact hours - Colloquium	0 (zero)
13h	Course contact hours – Field Experience	0 (zero)
13j	Course contact hours - Internship	0 (zero)
13k	Course contact hours - Research	0 (zero)
13m	Course contact hours - Workshop	0 (zero)
13n	Course contact hours – Other (specify)	0 (zero)
14	Instructor Workload	3 credit hours
15	Grade Mode (check all appropriate):	☐ Standard ☒ Credit/No Credit (undergrad only)
16	Maximum Enrollment	NA
17	Catalog Description (50 words or less)	Conflict Resolution Residency provides skill development for the practical and professional use of conflict resolution and communication techniques. A course fee of \$500 is collected.
18	List any prerequisites (course/s, test scores, class standing, major, etc.)	Admission to the masters or certificate program in Conflict Resolution; successful completion of CONR 605; and good academic standing.
19	List any co-requisites	None
20	If the course is cross listed, specify	NA

	the Course ID(s) MUST have signature in Section V off all Department Chairs	
21	Does this course have any special student costs? Yes/No <i>Attach a completed "Request to Add or Change Course Fees" form. Describe in section IV-F.</i>	Yes – See attached form.
22a	How often will it be offered? Fall	NA
22b	How often will it be offered? Spring	1 time
22c	How often will it be offered? Summer	1 time
23	Frequency? All, odd, or even years?	All
24	First semester this course will be offered <i>New courses may not be taught under their approved course ID until they appear in the catalog, therefore, no earlier than the coming fall.</i>	Spring 2017 (Note: the residency has been a requirement of the program since 2006 and has been conducted as such since 2007.)
25	List course/s that should be deleted, include the last semester for course/s being deleted <i>A course cannot be deleted when it is a requirement in a degree plan in any department.</i>	NA
26	Is this course required for a degree/s? Yes/No <i>If "Yes," attach a revised degree plan(s) reflecting the placement of the new course.</i>	Yes – See attached revised degree plan.
27	Should the addition of this course be retroactively applied to the degree plan it supports? Yes/no and explain	Yes – The course is already a requirement of the program. There is no adverse impact on students and permits the residency to be shown on transcripts.
28	Has this course been offered as a Special Topics course? Yes/No <i>If "Yes," specify the Course ID and enrollment for each term it was taught. (Note: New courses are NOT required to be taught as Special Topics courses prior to being approved. However, courses may be taught once as Special Topics before it is proposed. See the Course Descriptions section of the Catalog for details.)</i>	No.
29	List any courses in which content overlaps the proposed course. (Course ID and Name) <i>Attach statement from instructor/dept chair of existing course justifying the new offering in Section IV-D.</i>	

II. Curriculum

1	Degree Plan Explanation of how this course affects degree requirements.	See attached. This course is already a part of the current degree plan as a non-credit requirement.
2	Justification State the justification for adding this course to the current curriculum. Represent the need.	This residency session is being added as a course to enhance tracking student progress toward a degree or graduate certificate. As a course, the residency will also appear of record on the student's transcript.

III. Course Design

1. Audience and Course Goal

1	Describe the intended audience, including prerequisite skills.	Students enrolled in the Conflict Resolution & Reconciliation programs.
2	State the overarching course goal(s) in performance terms.	The goal of CONR 690 is to equip and enable students to practice and enhance their skills in conflict management and resolution.

2. Competencies and Measurements

	Competency	Measurement
1	Students will demonstrate an understanding of the principles of negotiation through successful completion of negotiation role plays.	Group debrief and feedback from faculty and trained facilitators.
2	Students will demonstrate an understanding of the principles of mediation through successful completion of mediation role plays.	Students will be individually observed by faculty and trained facilitators while conducting a mediation role play and given specific feedback regarding strategy, technique, and demeanor. In addition, group debrief and feedback from faculty and trained facilitators.
3	Students will attend all five days of the required residence.	Attendance log.

3. Text and Resources

No texts required.

IV. Supporting Documentation

Supporting documents must accompany proposal prior to preliminary approval by chair and dean.

1	Library — Submit new course application and syllabus to the Dean of the Library. Consult with the director and establish a deadline for completion of the library report. Attach the signed copy of the Library report.
2	Instructional Design — The application and syllabus must be reviewed by the Adams Center. Attach a copy of the Adams Center Review Letter.
3	Content Overlap — Include one document for each course you listed in Section I-I. Attach statement from instructor/dept chair of existing course justifying the new offering.
4	Departmental Resources — List the resources that support the course and are available only through the department, if applicable. Attach the list of the holdings and the location/s.
5	Resources — List resources (other than library or departmental resources) that are needed to support this course (computers, lab equipment, other technology, etc.). Attach a complete list of all items and indicate possible sources or estimated cost of each. List the sources of any needed funds.
6	Expenses — List additional expenses needed to implement this course (full-time or part-time faculty, graduate or lab assistants, student employees, travel, special student costs, room renovation, storage facility, etc.). Attach a complete list of all items, the estimated cost of each and the source of the funds.
7	Justification — Attach all documents referred to in Section II-2
8	Syllabus — Attach the syllabus for the course based upon the anticipated first-semester offering.
9	Provide documentation for all additional attachments here

V. Preliminary Approvals

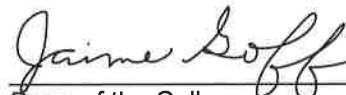
All supporting documentation has been assembled and attached to this application. I believe this course is ready to be presented to appropriate councils. We have a plan to fund this new course.

Course Number and Name CONR 690: Conflict Resolution Residency

Primary Department

Department Chair

Date



Dean of the College

2/2/2016

Date

Cross-listing Department *Add more lines if multiple departments are cross-listing*

Department Chair

Date

Dean of the College

Date

Cross-listing Department *Add more lines if multiple departments are cross-listing*

Department Chair

Date

Dean of the College

Date

VI. Actions *Place all actions on one page.*

Course ID: CONR 690

Course Title: Conflict Resolution Residency

1. College Academic Council: (for all courses)

Note: Insert additional lines for College Academic Council action for each college involved in cross-listed courses.

Approved ☒ Denied ☐ Jaime Loff 2/2/2016
College Dean or Director Date

Approved ☐ Denied ☐ _____
College Dean or Director Date

2. Graduate Council: (for graduate level courses)

Approved ☐ Denied ☐ _____
Dean of Graduate School Date

3. Teacher Education Council: (when applicable)

Approved ☐ Denied ☐ _____
TEC Chair Date

4. University General Education Council: (when applicable)

Approved ☐ Denied ☐ _____
Provost's designee Date

5. University Undergraduate Academic Council: (*undergraduate level courses*)

Approved ☐ Denied ☐ _____
Vice Provost Date

6. Academic Provost: (for all courses)

Approved ☐ Denied ☐ _____
Provost Date

7. President of the University: (for all courses)

Approved ☐ Denied ☐ _____
President Date

Attach notes, comments, or conditions from appropriate councils:

ACU Syllabus Checklist

Revised on July 15, 2014 based on ACU New Course Application v10.5.

Course Title and Number

CONR 690: Conflict Resc

Reviewer

Berlin Fang



Developer

Dr. Joey Cope

About the course

- ☒ Course number and title
- ☒ Credit hours
- ☒ Semester and year
- ☒ Meeting time and place
- ☒ Prerequisites/co-requisites

About the instructor(s)

- ☒ Name and title or rank
- ☒ Office location
- ☒ Contact information
- ☒ Office hours/contact expectations

Mission statements

- ☒ ACU mission statement
- ☒ College mission statement
- ☒ Department mission statement
- ☒ Personal mission statement (optional)

Unique Christian Perspective

- ☒ Description of how learning and Christian faith are integrated in the course

Course Content

- ☒ Catalog description

- ☒ Intended audience
- ☒ Outline of topics

Teaching/Learning Methods and Format of Class Sessions

- ☒ Description of the types of activities students should expect in the course

Materials

- ☒ Required and optional materials, including textbooks, etc.

Learning Objectives/Competencies

- ☐ Specific competencies stated in measurable terms
- ☐ Assignments or instruments that will be used to assess the competencies.

Assessment/Grading Criteria

- ☒ Complete and accurate details of factors and elements that will comprise the final grade
- ☐ Weight or point value of all graded elements
- ☐ Grading scale with clear expectations for grades
- ☐ Extra credit opportunities (optional)

University Policies

- ☒ Special needs policy -ADA
- ☒ Academic integrity policy (recommended)
- ☒ Title IX policy (recommended)

Course Policies

Expectations and consequences regarding:

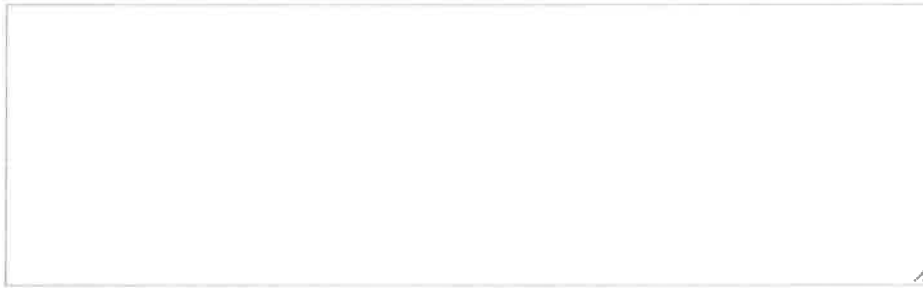
- ☒ Participation
- ☒ Attendance and tardiness
- ☐ Course specific academic integrity policy (optional)

Calendar

(Note: Calendar is not required for Course Application, but it must be included in all syllabi distributed to students.)

- ☐ Exam dates
- ☐ Assignments
- ☐ Due dates and other deadlines (and late assignment/exam policy)
- ☐ Schedule of readings and topics
- ☐ Statement to reserve the right to modify the calendar as necessary

Any comments?



Submit

- *Never submit passwords through Google Forms.*

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Abilene Christian University
Course Syllabus
CONR 690 – Conflict Resolution Residency

About the Course

- CONR 690 – Conflict Resolution Residency
- 0 (zero) Credit Hours (Program Requirement)
- Summer 2016
- Meeting Time: June 20-24, 2016 (8:00 a.m. to 5:00 p.m.)
- Meeting Place: Hunter Welcome Center, Abilene, Texas
- Prerequisite: CONR 605 – Negotiation & Mediation

About the Instructor

- Joe L. “Joey” Cope, Executive Director & Associate Professor
- Duncum Center for Conflict Resolution
1541 N. Judge Ely Blvd, Office 108
Abilene, Texas 79699
- (325) 674-2015
- copej@acu.edu
- Monday – Friday (8:00 a.m. to 5:00 p.m.)
Appointments Recommended

Mission Statements

- The mission of Abilene Christian University is to educate students for Christian service and leadership throughout the world.
- The mission of the Duncum Center for Conflict Resolution is to equip, encourage, and support individuals as peacemakers in their personal relationships, families, churches, schools, professions, and communities.

Unique Christian Perspective

- The Conflict Resolution Residency is a pivotal learning moment in the Master of Arts in Conflict Resolution & Reconciliation, the Graduate Certificate in Conflict Resolution, and the Graduate Certificate in Conflict Resolution for Educators. The Residency is designed as an environment for students to practice skills in conflict resolution – planning, communication, collaboration, leadership. Through the modeling of the instructor and facilitators, the lectures, the role play mentoring and debrief sessions, and extra-curricular activities, students are invited to accept the role of peacemaker from a Christian worldview, where we accept our mission as “ministers of reconciliation.”

So from now on we regard no one from a worldly point of view. Though we once regarded Christ in this way, we do so no longer. Therefore, if anyone is in Christ, he is a

new creation; the old has gone, the new has come! All this is from God, who reconciled us to himself through Christ and gave us the ministry of reconciliation: that God was reconciling the world to himself in Christ, not counting men's sins against them. And he has committed to us the message of reconciliation. 2 Corinthians 5:16-19 (NIV).

Course Content

- **Catalog Description:** Designed to prepare individuals to utilize specific skills and processes essential to the practice of conflict resolution and management. Provides opportunities to practice skills and techniques through interactive role plays and to receive group and individual mentoring. Emphasis on skill development and strategic approaches to conflict resolution. No tuition is charged for this course. However, a course fee of \$500 is collected.
- The intended audience for this course is students enrolled in the Master of Arts in Conflict Resolution & Reconciliation, the Graduate Certificate in Conflict Resolution, and the Graduate Certificate in Conflict Resolution for Educators.
- **Outline of Topics**
 - Conflict Overview
 - Mediation Ethical Guidelines
 - Distributive Bargaining
 - Integrative Bargaining
 - Ethical & Spiritual Considerations
 - Mediation Process
 - Mediation Style Considerations
 - Assisting Parties Under Stress
 - Working With Lawyers
 - Mediation/Conflict Resolution Practice Tips
 - Career Opportunities
 - Responsibilities as Peacemaker

Teaching/Learning Methods and Format of Class Sessions

- The Residency is built on a framework of interactive role plays. Students will participate in eight to ten negotiation or mediation scenarios during the week-long course. Short lectures, videos, and demonstrations supplement the interactive experience. Each role play is debriefed by an instructor or facilitator. In addition, each student is individually observed in the role of mediator and provided with a mentoring session immediately following the role play.

Materials

- No textbooks or outside materials are required. Students are provided with a mediation training manual as part of their course fee.

Learning Objectives/Competencies

	Competency	Measurement
1	Students will demonstrate an understanding of the principles of negotiation through successful completion of negotiation role plays.	Group debrief and feedback from faculty and trained facilitators.
2	Students will demonstrate an understanding of the principles of mediation through successful completion of mediation role plays.	Students will be individually observed by faculty and trained facilitators while conducting a mediation role play and given specific feedback regarding strategy, technique, and demeanor. In addition, group debrief and feedback from faculty and trained facilitators.
3	Students will attend all five days of the required residence.	Attendance log.

Assessment/Grading Criteria

- CONR 690 – Conflict Resolution Residency is a non-credit and, thus, a non-graded course. Attendance and full participation are necessary for successful completion of this program requirement.

University Policies

- ADA Compliance Statement: Abilene Christian University is dedicated to removing barriers and opening access for students with disabilities in compliance with ADA and Section 504 of the Rehabilitation Act. The Alpha Scholars Program facilitates disability accommodations in cooperation with instructors. In order to receive accommodations, you must be registered with Alpha Scholars Program, and you must complete a specific request for each class in which you need accommodations. If you have a documented disability and wish to discuss academic accommodations, please call our office directly at (325) 674-2667 or email our compliance coordinator, Scott Self, at jss00c@acu.edu.
- Academic Integrity Policy:

Rationale for Policy

The most powerful motive for integrity and truthfulness comes from one's desire to imitate God's nature in our lives. As a community of Christian students and scholars, we are each responsible to expect behaviors from each other consistent with the nature of God, to respect the community, and to respect ourselves.

Expectations of academic honesty and integrity extend to both university employees and students. Every member of the community is responsible for protecting the integrity of learning, scholarship, and research. Being responsible requires action against violations in spite of peer pressure, loyalty, or compassion. Individuals must take responsibility for their own conduct and discourage misconduct by others.

- **Definition of Academic Integrity**

Academic integrity is defined as academic work completed as assigned for each class by the individual or group responsible for the work. Academic work includes but is not limited to reading assignments, homework assignments, assessments, examinations and tests, attendance at required out-of-class activities, written or oral presentations, and laboratory experiments and research.

Violations of academic integrity and other forms of cheating involve the intention to deceive or mislead or misrepresent and therefore, are a form of lying. Specific examples of academic dishonesty in this course include, but are not limited to, the following:

- Submitting for credit, in whole or in part, the work of others.
- Receiving, giving, or using unauthorized aid on an examination.
- Failure to give credit to sources used in a work in an attempt to present the work as one's own.
- Submission of paper(s) or project(s) obtained from any source, such as a friend, research service, or club paper file, as one's own.
- Allowing other members of a group to provide a disproportionate fraction of a required group project or activity.
- Claiming credit for an attendance or service activity without attending or performing the activity.
- Written or oral presentation of falsified materials and facts, including but not limited to the results of interviews, laboratory experiments, and field-based research.

In the online academic environment, plagiarism is of particular concern.

Plagiarism is defined as use of intellectual material produced by another person without acknowledging its source. For example:

- Wholesale copying of passages from works of others into an assignment, paper, discussion posting, thesis or dissertation without acknowledgment.
- Using the views, opinions, or insights of another without acknowledgment.
- Paraphrasing another person's characteristic or original phraseology, metaphor, or other literary device without acknowledgment.

The professor monitors student work for evidence of plagiarism. Plagiarism is treated as a violation of academic integrity.

Consequences of Breach

Academic dishonesty may result in, but is not limited to, the following:

- A first offense will result in a grade reduction (lowering the grade on the assignment in which academic dishonesty occurred and/or assigning an F for the final course grade).
- Should you be permitted to remain in the class after being found in violation of the academic integrity policy, you may also be required to retake the exam or an

alternate exam, resubmit the course work, or complete an alternate assignment. Any such makeup work may be graded independently or averaged with the penalized grade for the original dishonest work. Failure to comply with such requirements constitutes a second violation.

- A second violation in a class will result in an automatic F in the course.
- All instances of academic dishonesty will be reported to Dean of the College of Graduate and Professional Studies and the Dean of Students in the Student Life Office.

Appeal Process

If you would like to appeal a decision, then please follow this link to learn about how to file an appeal: [Academic Integrity Policy](#).

- Title IX Policy: At Abilene Christian University, we strive to comply with all applicable legal requirements prohibiting, preventing, and responding to harassment against any member of the ACU community, including Title IX. Moreover, as a Christian community, ACU has committed itself to ensuring a working and learning environment in which the dignity of every individual is respected.

Course Policies

- Attendance and Tardiness: CONR 690 – Conflict Resolution Residency is a rich, interactive experience dependent on the full presence and cooperation of each student. Further, in order to meet standards under some state training requirements for mediation and other alternative dispute resolution practices, the instructor must certify that students have been in full attendance during the Residency. Therefore, students should make every effort to attend each session and fully attentive at the designated times. Failure to do so could result in the student failing to meet the Residency requirement of the program. Attendance and tardiness issues are considered with other factors of participation.
- Participation: CONR 690 – Conflict Resolution Residency requires the full attention and cooperation of each student. The instructor and facilitators will be monitoring students in regard to their attentiveness and cooperation.

Course Calendar

- As stated above in “Course Policies,” strict attendance will be monitored during the Residency. There are no outside assignments and no written examinations as part of this non-credit course. Students are provided with a schedule for the Residency upon arrival on the first day. The instructor reserves the right to modify the schedule as necessary.

Monday:

- 7:30 am- 8:15 am Registration
- 8:15 am-8:15 am Welcome
- 8:15 am-8:30 am Break

- 8:30 am-9:30 am Class Introductions
- 9:30 am-11:45 am Ethical Guidelines
- 11:45 am-1:15 pm Lunch
- 1:15 pm-1:45 pm Distributive Bargaining
- 1:45 pm-3:45 pm Distributive Bargaining Roleplay and Debrief
- 3:45 pm-4:00 pm Break
- 4:00 pm-5:00 pm X-Y Game

Tuesday:

- 7:45 am-8:00 am Optional Devotional
- 8:00 am-9:00 am Integrative Bargaining
- 9:00 am-11:45 am Integrative Bargaining Roleplay and Debrief
- 11:45 am-1:15 pm Lunch/ Practicum Presentation (Required for MACRR)
- 1:15 pm-2:30 pm Mediation Fishbowl
- 2:30 pm-2:45 pm STAR Method
- 2:45 pm-5:00 pm Mediation Roleplay and Debrief

Wednesday:

- 7:45 am-8:00 am Optional Devotional
- 8:00 am-8:45 am Mediation Standards and Ethics
- 8:45 am-11:45 am Mediation Roleplays and Debriefs
- 11:45 am-1:15 pm Lunch
- 1:15 pm-1:30 pm Mediation Styles
- 1:30 pm-5:00 pm Mediation Roleplays and Debriefs

Thursday:

- 7:45 am-8:00 am Optional Devotional
- 8:00 am-8:30 am Parties Under Stress
- 8:30 am-11:45 am Mediation Roleplays and Debriefs
- 11:45 am-1:15 pm Lunch
- 1:15 pm-1:45 pm Workplace Conflict
- 1:45 pm-5:00 pm Mediation Roleplays and Debriefs

Friday:

- 7:45 am-8:00 am Optional Devotional
- 8:00 am-8:30 am Working with Lawyers
- 8:30 am-11:45 am Mediation Roleplay and Debriefs

- 11:45 am-1:15 pm Lunch/Practicum Workshop (Optional)
- 1:15 pm-2:15 pm Mediation Practice Tips
- 2:15 pm-2:45 pm Career Opportunities
- 2:45 pm-3:00 pm Student Evaluations
- 3:15 pm-4:30 pm Closing Ceremonies and Reception

ABILENE CHRISTIAN UNIVERSITY

LIBRARY

M E M O R A N D U M

DATE: February 5, 2016
TO: Dr. Joey Cope
FROM: Mark McCallon, Library Associate Dean for Library Information Services
RE: Course Application for CONR 690 – Conflict Resolution Residency

Thank you for letting us review the course proposal. The library can support the proposed course. If additional library resources are needed for the course, please contact your librarian liaison, Karen Hendrick (hendrick@acu.edu).