

MINUTES
UNIVERSITY UNDERGRADUATE CURRICULUM COMMITTEE
Wednesday, Nov. 4, 2015
3:00 p.m., WH 322

Attending: Aoyama, Arnold, Baxter, Brannon, Broyles, D'Souza, Gruver, Harker, Jayakumar, Joiner, Kim, Lain, Li, Oyarce, Rahmlow, Robison, Siebeneck, Takeuchi, Teel, Thompson, Watson, Wickstrom

Visiting: Colen, Dash, Donzello, Du, Griffin, McDaniel, McKay, Paswan

I. DISCUSSION ITEMS

I-1 Grad Track Revisions

I-2 Preliminary results on Undergraduate Catalog data analysis

II. REQUEST FOR NEW COURSE

APPROVED

College of Arts & Sciences

Department of English

II-1 ENGL 4630 Studies in Literature and Medicine (Catalog year effective 2017-18)

II-2 ENGL 4640 Studies in Literature and Science (Catalog year effective 2017-18)

APPROVED

College of Business

Department of Management

II-3 MGMT 4850 Lean Manufacturing (Catalog year effective 2016-17)

APPROVED

College of Information

Department of Linguistics

II-4 LING 2040 Endangered Languages (Catalog year effective 2016-17)

III. REQUEST FOR EXPERIMENTAL COURSE

APPROVED

College of Arts & Sciences

Department of Mathematics

III-1 MATH 4980 Financial Mathematics (To be offered Spring 2016)

Department of Media Arts

III-2 MRTS 4980 Advanced Visual Editing (To be offered Fall 2016)

III-3 MRTS 4980 Advanced Visual Editing (To be offered Spring 2017)

III-4 RTVF 4980 Advanced Visual Editing (To be offered Spring 2016)

Department of World Languages, Literatures and Cultures

III-5 RUSS 4980 Russian for Professional Communication (To be offered Spring 2016)

IV. CHANGE IN EXISTING CORE CURRICULUM COURSE

V. ADDITION OF COURSE TO CORE CURRICULUM

APPROVED

College of Arts & Sciences

Department of World Languages, Literatures and Cultures

V-1 LANG 3000 Russian Folklore and Magic (Catalog year effective 2016-17)

VI. DELETION OF COURSE FROM CORE CURRICULUM

**VII. ADD/DELETE DEGREE/MAJOR/PROFESSIONAL
FIELD/CONCENTRATION/OPTION/MINOR/ACADEMIC UNIT**

VIII. ADD/DELETE/CHANGE GRAD TRACK PATHWAY

APPROVED

College of Information

Department of Learning Technologies

VIII-1 **BAAS with a major in Applied Technology and Performance Improvement leading to the MS with a major in Learning Technologies** – Add grad track pathway (Catalog year effective 2016-17)

IX. CHANGE IN PROGRAM/ACADEMIC UNIT

X. CHANGE IN EXISTING COURSE/COURSE DELETIONS

A. CHANGE IN EXISTING COURSE

B. COURSE DELETION

XI. CONSENT CALENDAR - **APPROVED**

A. REQUEST FOR EXPERIMENTAL COURSE

**B. ADD/DELETE DEGREE/MAJOR/PROFESSIONAL
FIELD/CONCENTRATION/OPTION/MINOR/ACADEMIC
UNIT**

C. CHANGE IN PROGRAM/ACADEMIC UNIT

College of Arts & Sciences

Department of Dance & Theatre

- XI-C-1 BA with a major in theatre and a concentration in performance – Change in requirements (Catalog year effective 2017-18)
- XI-C-2 BA with a major in theatre with a concentration in design/tech – Change in requirements (Catalog year effective 2017-18)
- XI-C-3 BA with a major in theatre – Change in requirements (Catalog year effective 2017-18)
- XI-C-4 BFA with a major in dance – Change in requirements (Catalog year effective 2017-18)
- XI-C-5 BA with a major in dance – Change in requirements (Catalog year effective 2017-18)

College of Business

- XI-C-6 College of Business Academic Standards – Change in requirement (Graduation GPA) (Catalog year effective 2017-18)

D. CHANGE IN EXISTING COURSE

College of Public Affairs and Community Service

Department of Disability and Addiction Rehabilitation

XI-D-1 RHAB 4375 – Addiction Counseling and Groups – Change in description (Catalog year effective 2016-17)

E. COURSE DELETION

XII. ADDITIONAL ITEMS

XIII. APPROVAL OF MINUTES - **APPROVED**

II-1
11/4/15

Undergraduate
 Graduate

Prepared By: Ian Finseth
Phone: 565-2050

REQUEST FOR NEW COURSE

College/School: CAS Catalog Year Effective: 2017-2018
Department: English Expected Enrollment: 28
Frequency of Offering: 1/yr

Subject Prefix: ENGL Course Number: 4630 Semester Credit Hours: 3
(consult Registrar for course number availability)

TCCNS Number (if applicable): _____ Hours Per Week: 3 Lecture
Studies In (common course number) _____ Lab
Title: Literature and Medicine _____ Recitation
Short Course Title: STUDIES IN LIT AND MED _____ Other
(maximum 22 characters including spaces)

Topics Course? Yes No Repeated for credit as topics vary? Yes No Maximum total # of hours allowed: 6

Catalog Description:

Interdisciplinary exploration of the relationships between literature and medicine in any historical period. *May be repeated for a maximum of 6 hours, but only 3 hours can apply to the English major requirements.*
Prerequisite(s):

none

If course is to be cross-listed, indicate below:

Department: _____ Subject Prefix/Course Number: _____
Department: _____ Subject Prefix/Course Number: _____

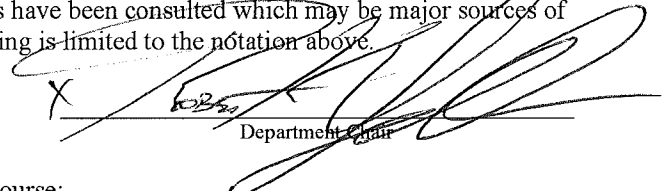
This course could be applied to:

Major: English
Minor: _____
Program/Professional Field/Option: _____

Justification for New Course:

A number of English department faculty already have research and teaching interests in literature and medicine, but there is at present no course specifically designated for this topic.

This is to certify that (1) a careful examination has been made of the course offerings of this and other departments and no duplication will occur as a result of this course, (2) all departments have been consulted which may be major sources of students for the course, and (3) the present feasibility for cross listing is limited to the notation above.


Department Chair


Consultation with other departments affected by addition of new course:

Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____

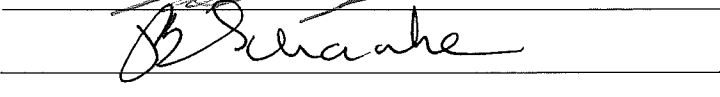
New Course Requests must include:

Syllabus: Maximum 2-page syllabus attached
Safety: Course Safety Category (check only one category):
*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4)
must be attached for categories 2 or 3
 1 2 3

APPROVED:

Department Chair:  Date: 9/17/15

College/School Curriculum
Committee Chair:  Date: 10/19/15

Dean of College/School:  Date: 10/19/15

University Curriculum
Committee (VPAA): _____ Date: _____

Graduate Council
(Dean Graduate School): _____ Date: _____

ENGL 4630
Studies in Literature and Medicine

This course will examine the ways in which medical knowledge and practices—enforced quarantines, ideas about contagion, and the decision to wear a mask, in contemporary contexts—communicated ideas about one's social and spiritual status in the early Americas (from the sixteenth to nineteenth centuries). In other words, we will examine the ways in which communicating medical knowledge allowed people in the Americas to indicate their relationship to others and to the natural and supernatural forces that people believed were responsible for disease. We will examine cross-cultural exchanges of medical knowledge, in order to examine how medical practices—applying medical knowledge, healing ceremonies and rituals, theories of disease, and medicinal knowledge—allowed British colonists, Native Americans, and Africans to adapt to the new conditions brought about by colonization and enslavement.

Questions we will consider:

- What did medical knowledge and practices communicate about the writer or speaker's social status, religion, gender, and culture?
- How did colonists, Natives, and Africans explain the often bizarre and unfamiliar diseases and medicines that they encountered in the New World?
- How were stories about disease and healing used to mark similarity and difference in the Americas?

A. Texts

Morrison, Toni, *A Mercy*, 978-0-307-27676-6

Winslow, Edward, *Good News from New England*, 1557094438

Cabeza de Vaca, Álvar Núñez, *The Narrative*, 080326416X

Brockden Brown, Charles, *Arthur Mervyn*, 0-87220-921-0

**William Earle, *Obi, or the History of Three-Fingered Jack*, 9781551116693

** Mary Rowlandson, *The Sovereignty and Goodness of God*, 0-312-11151-7

** Maryse Condé, *I, Tituba, Black Witch of Salem*, 978-0-8139-2767-1

** John Tanner, *The Falcon*, 9780142437513

Course Packet, distributed by instructor

B. Assignments

1. Reading Questions and Participation (20 %)
2. Research Project: Analysis and Annotation (30 %)
3. Two 4-5 page papers (40 %)
4. Final Exam (10 %)

[Condensed Schedule]

First Contact: Epidemics and Panaceas

January 19: Introduction to the Course

January 24 **Course Packet:** *The Broken Spears*; Jared Diamond, *Guns, Germs, and Steel*,

Prologue, 195-214

January 26; **Course Packet**, Helen Jaskoski, “‘A Terrible Sickness Among them’: Smallpox and Stories of the Frontier”

January 31-Feb. 2 Álvaro Núñez Cabeza de Vaca, *The Narrative of Cabeza de Vaca*

February 7 **Course Packet**, Hernando Ruiz de Alarcon, *Treatise on the Heathen Superstitions that Today Live Among the Indians Native to this New Spain*

February 9-14 Edward Winslow, *Good News from New England*

February 16 **Course Packet**, Thomas Morton, *New English Canaan*; William Bradford, *Of Plymouth Plantation*

February 21-23, Mary Rowlandson, *The Sovereignty and Goodness of God*

February 23, Mary Rowlandson, *The Sovereignty and Goodness of God*

Smallpox Epidemics and the Public Sphere

February 28 **Course packet**, Cotton Mather, *Angel of Bethesda*

March 7 **Course packet**, William Douglass, *Inoculation of the Smallpox*

March 9 **Course packet**, Readings from the *New England Courant*, John Checkly, William Douglass

March 21 **Course Packet**, Cotton Mather, *Wonders of the Invisible World*

March 23 Maryse Condé, *I Tituba, Black Witch of Salem*

March 28 Maryse Condé, *I Tituba, Black Witch of Salem*

Disease and Slavery in the Hemisphere

March 30-April 4 William Earle, *Obi, or the History of Three-Fingered Jack*

April 6 **Course Packet**, Absalom Jones and Richard Allen, *A Narrative of the Proceedings of the Black People, during the Late Awful Calamity in Philadelphia, in the Year 1793*

April 11-18 Charles Brockden Brown, *Arthur Mervyn*

April 20 John Tanner, *The Falcon*

April 25 John Tanner, *The Falcon*

April 27-May 4, Toni Morrison, *A Mercy*

Undergraduate
 Graduate

II-2
11/4/15

Prepared By: Ian Finseth
Phone: 565-2050

REQUEST FOR NEW COURSE

College/School: CAS Catalog Year Effective: 2017-2018
Department: English Expected Enrollment: 28
Frequency of Offering: 1/year

Subject Prefix: ENGL Course Number: 4640 Semester Credit Hours: 3
(consult Registrar for course number availability)

TCCNS Number (if applicable:) _____ Hours Per Week: 3 Lecture
(common course number) _____ Lab
Title: Studies in Literature and Science _____ Recitation
Short Course Title: STUDIES IN LIT AND SCI _____ Other
(maximum 22 characters including spaces)

Topics Course? Yes No Repeated for credit as topics vary? Yes No Maximum total # of hours allowed: 6

Catalog Description:

Interdisciplinary exploration of the relationships between literature and science in any historical period. *May be repeated for a maximum of 6 hours, but only 3 hours can apply to the English major requirements.*

Prerequisite(s):

None

If course is to be cross-listed, indicate below:

Department: _____ Subject Prefix/Course Number: _____
Department: _____ Subject Prefix/Course Number: _____

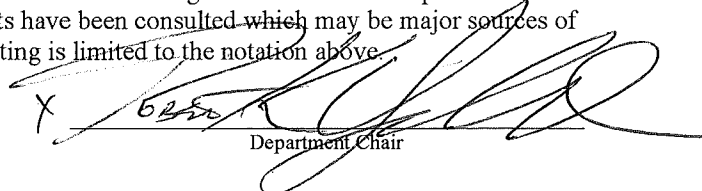
This course could be applied to:

Major: English
Minor: _____
Program/Professional Field/Option: _____

Justification for New Course:

A number of English department faculty already have research and teaching interests in literature and science, but there is at present no course specifically designated for this topic.

This is to certify that (1) a careful examination has been made of the course offerings of this and other departments and no duplication will occur as a result of this course, (2) all departments have been consulted which may be major sources of students for the course, and (3) the present feasibility for cross listing is limited to the notation above.

X 6250

Department Chair

Consultation with other departments affected by addition of new course:

Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____

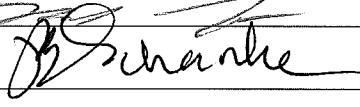
New Course Requests must include:

Syllabus: Maximum 2-page syllabus attached
Safety: Course Safety Category (check only one category):
*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4)
must be attached for categories 2 or 3
 1 2 3

APPROVED:

Department Chair:  Date: 9/17/15

College/School Curriculum Committee Chair:  Date: 10/14/15

Dean of College/School:  Date: 10/19/15

University Curriculum Committee (VPAA): _____ Date: _____

Graduate Council (Dean Graduate School): _____ Date: _____

ENGL 4640
Studies in Literature and Science

Course description:

From the sixteenth century to the 21st, literary writing has been a conduit for the dissemination of scientific ideas, as well as a place in which these ideas are contested, evaluated, and reinterpreted. In this course, we'll ask how and why literary writers engaged with science of their day: Why did they feel impelled to promote or quarrel with science? What made science so attractive or disturbing to them? How did their depictions impact the public reception of scientific ideas? To answer these questions, we'll examine a broad historical spectrum of literary representations of science, paying particular attention to the way they respond to 1. specific scientific concepts; 2. the consolidation of modern disciplines; and 3. the increasing authority of science in western culture. We'll read poetry and fiction by John Donne, Jonathan Swift, William Wordsworth, Nathaniel Hawthorne, Alfred Tennyson, Robert Browning, and Michael Frayn. We'll also give careful attention to women's engagement scientific developments in works by Charlotte Smith, Mary Shelley, and Andrea Barrett. Topics will include: the "two cultures" debate; scientific revolutions; Romantic botany and chemistry; epidemics and the literature of plague; "deep time" and evolutionary theory; and relativity.

Required Texts:

Mary Shelley, *Frankenstein* (Broadview, 1999); ISBN-10: 1551113082
Alfred Lloyd Tennyson, *In Memoriam* (Norton, 2nd edition, 2003); ISBN-10: 0393979261
Andrea Barrett, *Ship Fever* (Norton, 1996); ISBN-10: 0393316009
Alan Lightman, *Einstein's Dreams* (Knopf, 2004); ISBN-10: 140007780X
Michael Frayn, *Copenhagen* (Knopf, 2000); ISBN-10: 0385720793

Schedule of reading [condensed]

Newton's *Optics*, Newton's Genius: The Poet vs. the Man of Science

- T 9/16 Robert Hatch, "Sir Isaac Newton: Life and Scientific Achievements" (online):
Luminarium <<http://www.luminarium.org/sevenlit/newton/newtonbio.htm>>
Newton, from *Optics* (B)
Edmund Halley, "Ode to Newton" (B)
James Thomson, "A Poem Sacred to the Memory of Sir Isaac Newton" (B)
Optional Reading: James Thomson, excerpt from *The Seasons*, "Summer" (B)
- R 9/18 Alexander Pope, from *An Essay on Man*, Epistle II (B)
William Blake, "Newton" (B)
John Keats, "Lamia" (e-reserves)

Unnatural Pursuits: Chemistry's Monsters

- T 9/30 Mary Shelley, *Frankenstein* (pp. 45-98), "Introduction" (pp. 11-24) and "Appendix B: The Education of Victor Frankenstein" (pp. 264-75)
Humphry Davy, "Discourse Introductory to a course of Lectures on Chemistry"
Joseph Wright, "Experiment on a Bird in the Air Pump" (B)
- R 10/2 The Spark of Life: *Frankenstein* in Film
Marilyn Butler, from "Introduction" to *Frankenstein* (e-reserves)
- T 10/7 *Frankenstein* (pp. 98-174), "Introduction" (pp. 24-32), Appendix A: The Education of Mary Shelley (pp. 245-76), and Appendix C: The Education of the Monster (pp. 276-96)
- R 10/9 *Frankenstein* (pp. 175-244)
Nathaniel Hawthorn, "Rappaccini's Daughter" (B)

Literature of Plague: Science in the Public Eye

- T 10/14 Matthew Carey, "A Short Account of the Malignant Fever" (e-reserves)
Charles Brockden Brown, from *Arthur Mervyn* (e-reserves)
- R 10/16 Absalom Jones and Richard Allen, "A Narrative of the Proceedings of the Black People during the late Awful Calamity in Philadelphia" (e-reserves)

John Edgar Wideman, "Fever" (e-reserves)
Andrea Barrett, "Ship Fever"

Botany, Geology, Evolution: Deep Time and the Question of Faith

- T 10/21 Fall break—no class
R 10/23 William Bartram, from *Travels* (B)
Erasmus Darwin, from *Loves of the Plants* (B)
Andrea Barrett "Rare Bird"
- T 10/28 Erasmus Darwin, from *Temple of Nature*, Canto I (e-reserves)
Georges Cuvier, "Theory of the Earth" (e-reserves)
illustrations: James Hutton, William Smith (e-reserves)
R 10/30 Charlotte Smith, "Beachy Head" (e-reserves)
- T 11/4 Charles Lyell, from *Principles of Geology* (e-reserves)
Stephen Jay Gould, "Uniformity and Catastrophe" (B)
May Kendall, "Lay of the Trilobite" (B)
R 11/6 Alfred Lloyd Tennyson, *In Memoriam*
- T 11/11 Alfred Lloyd Tennyson, *In Memoriam*
R 11/13 Charles Darwin, from *Origin of the Species* (B)
Stephen Jay Gould, "Darwin's Delay," "Darwin's Sea Change," "Darwin's Untimely Burial" (B)
Andrea Barrett, "Birds with no Feet"
- T 11/18 Robert Browning, "Caliban upon Setebos" (B)
R 11/20 Francis Galton, from "Natural Genius," "Race Improvement," and "Composite Photography"
Harold Frederic, from *The Damnation of Theron Ware* (e-reserves)

Course Policy

Required course work: one 5-7 minute presentation (10%), an op-ed piece (15%), two 6-7 page essays (20% each), a final exam (20%), weekly Blackboard postings and participation (15%).

Sample assignment

This essay should analyze the representation of scientific concepts or problems and the role these representations play in society more broadly. There are two possible approaches to this topic.

1. Look at a specific scientific problem and discuss how it is represented in two different texts. You might analyze, for example, how Blake's representation of Newton aims to change our view of both the man and his scientific discoveries from how they appear in Halley's "Ode." Less obvious pairings will also yield excellent papers: for example, you might discuss how the unreliability of sense perception functions in Keats's "Lamia" and Jones and Allen's description of the yellow fever epidemic in Philadelphia. How does each author raise this scientific problem? Is the issue meaningful for each author for the same reason? What does focusing on this issue reveal about what these (very different!) texts have in common? Note: My second example suggests that you can focus on an implicit issue in one or both texts: the problem of perception and perspective is a secondary, underlying concern for Jones and Allen in a text explicitly about the communication and control of disease (a separate scientific-medical issue).
2. Consider how the underlying (social or political) agenda or effect of a scientific idea or practice is represented in a non-fiction work *and* in a literary text. For example, Shelley represents Victor Frankenstein's pursuit of chemical knowledge as having a series of damaging social effects. Your essay might analyze how Humphry Davy's representation of chemistry supports Shelley's view, or suggests an alternative viewpoint (and it may in fact do both things at once!). Or perhaps you are interested in how Wideman's "Fever" represents the problems Jones and Allen raise in their *Narrative*: How does the structure of Wideman's story and his style comment on the position of objectivity Jones and Allen attempt to preserve? What do you think Wideman wants us to see about the relation of race and science?

II-3

11/4/15

II-1

10/7/15

Undergraduate
 Graduate

Prepared By: Richard White
Phone: X3036

REQUEST FOR
NEW COURSE

College/School: Business Catalog Year Effective: 2016
Department: Management Expected Enrollment: 40-45
Frequency of Offering: Once a year

Subject Prefix: MGMT Course Number: 4850 Semester Credit Hours: 3
(consult Registrar for course number availability)
TCCNS Number (if applicable): _____ Hours Per Week: 3 Lecture
(common course number) _____ Lab
Title: Lean Manufacturing _____ Recitation
Short Course Title: _____ Other
(maximum 22 characters including spaces)

Topics Course? Yes No Repeated for credit as topics vary? Yes No Maximum total # of hours allowed: _____

Catalog Description:

Lean Manufacturing. 3 Hours. This course involves the study and application of Lean Principles. Emphasis is placed on material flow analysis, process and continuous improvement techniques, along with employee development and empowerment as integral aspects of Lean Manufacturing. The course addresses not only Lean Manufacturing techniques as applied throughout production processes, but also the application of Lean extending upstream in coordination with suppliers. The associated integrative concepts of Lean provide the framework for the course.

Prerequisite(s):

MGMT 3830 Operations Management

If course is to be cross-listed, indicate below:

Department: _____ Subject Prefix/Course Number: _____
Department: _____ Subject Prefix/Course Number: _____

This course could be applied to:

Major: _____
Minor: _____
Program/Professional Field/Option: Operations and Supply Chain Management Professional Field Courses

Justification for New Course:

The majority of our OSCM BBA graduates enter jobs in the manufacturing area. The employers of our graduates indicate the skills from a Lean Manufacturing course would be quite beneficial in their hires. In addition, past OSCM program graduates have indicated the importance of understanding and applying Lean skills in their jobs.

This is to certify that (1) a careful examination has been made of the course offerings of this and other departments and no duplication will occur as a result of this course, (2) all departments have been consulted which may be major sources of students for the course, and (3) the present feasibility for cross listing is limited to the notation above.

Department Chair

Consultation with other departments affected by addition of new course:

Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____

New Course Requests must include:

Syllabus: Maximum 2-page syllabus attached
Safety: Course Safety Category (check only one category):
*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4)
must be attached for categories 2 or 3
 1 2 3

APPROVED:

Department Chair: *Jew Taylor* Date: *4/20/15*

College/School Curriculum
Committee Chair: *Justina* Date: *8/8/15*

Dean of College/School: *Mary* Date: *9/21/15*

University Curriculum
Committee (VPAA): _____ Date: _____

Graduate Council
(Dean Graduate School): _____ Date: _____

MGMT 4850-001 – Lean Manufacturing
FALL 2016

Instructor:
Office:
Telephone:

Class Room:
Class Time:
Office Hours

TEXTBOOKS:

Wilson. How to Implement Lean Manufacturing, McGraw-Hill: New York, NY, 2010.
Byrne. The Lean Turnaround: How Business Leaders Use Lean Principles to Create Value and Transform Their Company, McGraw-Hill: New York, NY, 2013.
Additional handout materials will be assigned to various topics throughout the semester.

OTHER SOURCES OF MATERIAL:

Rother and Shook. Learning to See, Lean Enterprise Institute: Cambridge, MA, 2009
Santos, Wysk and Torres. Improving Production with Lean Thinking, John Wiley & Sons, Inc.: Hoboken, NJ, 2006.
Liker. The Toyota Way: 14 Management Principles from the World's Greatest Manufacturer, McGraw-Hill: New York, NY, 2004.

COURSE DESCRIPTION: Lean Manufacturing. 3 hours. This course involves the study and application of Lean Principles. Emphasis is placed on material flow analysis, process and continuous improvement techniques, along with employee development and empowerment as integral aspects of Lean Manufacturing. The course addresses not only Lean Manufacturing techniques as applied throughout production processes, but also the application of Lean extending upstream in coordination with suppliers. The associated integrative concepts of Lean provide the framework for the course. Prerequisites(s): MGMT 3830.

COURSE OBJECTIVES:

- 1.) To introduce the student to Lean Manufacturing; this includes an exposure to the terminology, concepts, techniques, etc. associated with the area.
- 2.) To develop the students understanding of value-added vs. non value-added activities in a production process.
- 3.) To provide the students with Lean tools for analyzing material flow and understanding application of those tools for improving productivity in a production process.
- 4.) To develop the students understanding of continuous improvement and Lean Sustainment.

GRADING:

Exams	60%
Individual Submissions	30%
Participation, Class Preparation, Attendance & Misc. Exercises	10%
	<hr/> 100%

Exams:

Exams will come from class lectures and discussions, assigned readings, and other materials covered in the course (i.e., overhead slides, class handouts, assigned problems, videos, research topics, etc.).

Individual Submissions:

Assignments involving an individual's understanding and approach to applying the Lean tools in a production setting. Individual submissions will account for 30% of the individual's overall grade.

Participation, Class Preparation, Attendance/Tardiness, Quizzes & Misc. Exercises:

Students are expected to read all assigned materials prior to class and raise questions about the material presented in lectures. Volunteering related information (e.g., comments pertaining to experience, recent newspaper articles, etc.) will also add to the quality of the class. Participation points will be awarded for individual contribution (misc. assignments, discussion in class, etc.) and attendance is necessary for that contribution. Participation, attendance, etc. accounts for 10% of the course grade.

<u>Week</u>	<u>TOPIC</u>
1	Course Overview Traditional Production Systems
2	Introduction to Lean Language of Lean
3	What the Customer Values Pull System
4	Material Flow & Value Stream Mapping
5	Material Flow & Facility Layout Cells
6	<u>EXAM</u>
7	Visual Control 5Ss, Standardized Tasks
8	Single Minute Exchange of Die Equipment Efficiency
9	Workload Leveling Kanban
10	Workload Leveling Heijunka/Supermarkets
11	Total Productive Maintenance
12	<u>EXAM</u>
13	Total Quality Management Employee Empowerment
14	Total Quality Management DFMA/Poka-Yoke
15	Collaborative Supply Chain
16	Continuous Improvement Kaizen
17	<u>FINAL</u>

Colen, Aaron

From: Robison, Desiree
Sent: Wednesday, October 21, 2015 4:02 PM
To: Brannon, Sian; McDaniel, Katy; Colen, Aaron
Subject: Yes, thanks Aaron! RE: Consult result. FW: Proposed course in Operations and Supply Chain Management

From: Brannon, Sian
Sent: Wednesday, October 21, 2015 4:01 PM
To: Robison, Desiree <Desiree.Robison@unt.edu>; McDaniel, Katy <Katy.McDaniel@unt.edu>; Colen, Aaron <Aaron.Colen@unt.edu>
Subject: RE: Consult result. FW: Proposed course in Operations and Supply Chain Management

I agree 100% - the overlap is nil.

Aaron just said he'll add it to the agenda with the proof of consult. THANK YOU AARON.

Sian

From: Robison, Desiree
Sent: Wednesday, October 21, 2015 3:59 PM
To: Brannon, Sian; McDaniel, Katy; Colen, Aaron
Subject: Consult result. FW: Proposed course in Operations and Supply Chain Management

Here is what we were waiting for.

From: White, Richard
Sent: Wednesday, October 21, 2015 3:52 PM
To: Robison, Desiree <Desiree.Robison@unt.edu>
Subject: FW: Proposed course in Operations and Supply Chain Management

Desiree,

For your information.

Dick

From: Hayes, Robert
Sent: Wednesday, October 21, 2015 3:44 PM
To: D'Souza, Nandika <Nandika.DSouza@unt.edu>; White, Richard <Richard.White@unt.edu>

Cc: Jones, Maggie <Maggie.Jones@unt.edu>

Subject: RE: Proposed course in Operations and Supply Chain Management

Richard,

I have no problem with the course content proposed. In my opinion it does not infringe on our course content.

From: D'Souza, Nandika

Sent: Friday, October 16, 2015 9:44 AM

To: Hayes, Robert <Robert.Hayes@unt.edu>

Cc: D'Souza, Nandika <Nandika.DSouza@unt.edu>; Jones, Maggie <Maggie.Jones@unt.edu>

Subject: FW: Proposed course in Operations and Supply Chain Management

Bob,

Could you review this with your chair/programs/undergraduate committees so I can respond to the college of business or we can start a conversation to co-list it?

Nandika

From: Jones, Maggie

Sent: Thursday, October 8, 2015 3:28 PM

To: Qualls, Cherish <Cherish.Qualls@unt.edu>; Young, Marcus <Marcus.Young@unt.edu>; Hayes, Robert <Robert.Hayes@unt.edu>

Cc: D'Souza, Nandika <Nandika.DSouza@unt.edu>

Subject: FW: Proposed course in Operations and Supply Chain Management

All,

Please review the attached proposal from the College of Business. Dr. D'Souza would like to make sure there are no conflicts with any of your departments.

Reply back to us if you believe there may or may not be conflicts with your departments.

Thank you,
Maggie

From: D'Souza, Nandika

Sent: Thursday, October 08, 2015 3:25 PM

To: Jones, Maggie <Maggie.Jones@unt.edu>

Subject: Fwd: Proposed course in Operations and Supply Chain Management

Maggie

Could you forward to mechanical, materials and engineering technology undergraduate advisors to review this in their department undergrad committees and with their chairs? They can respond by the end of October if feasible.

Nandika

Sent from my iPhone

Begin forwarded message:

From: "White, Richard" <Richard.White@unt.edu>
Date: October 8, 2015 at 3:16:04 PM CDT
To: "D'Souza, Nandika" <Nandika.DSouza@unt.edu>
Cc: "Robison, Desiree" <Desiree.Robison@unt.edu>, "Taylor, Lew" <Lew.Taylor@unt.edu>, "White, Richard" <Richard.White@unt.edu>
Subject: **Proposed course in Operations and Supply Chain Management**

Nandika,

Per our telephone conversation – attached is the proposed course for our program (Operations and Supply Chain Management). Also, part of that attachment is the proposed syllabus for the course.

If you have any questions, let me know.

Richard White
Professor of Operations Management
Department of Management

Undergraduate
 Graduate

II-2
10/7/15

II-4
11/4/15

Prepared By: Patricia Cukor-Avila
Phone: 565-4552

REQUEST FOR
NEW COURSE

College/School: Information Catalog Year Effective: 2016
Department: Linguistics Program Expected Enrollment: 25
Frequency of Offering: Yearly

Subject Prefix: LING Course Number: 2040 Semester Credit Hours: 3
(consult Registrar for course number availability)
TCCNS Number (if applicable): _____ Hours Per Week: 3 Lecture
(common course number) _____ Lab

Title: Endangered Languages _____ Recitation
Short Course Title: ENDANGERED LANGS _____ Other
(maximum 22 characters including spaces)

Topics Course? Yes No Repeated for credit as topics vary? Yes No Maximum total # of hours allowed: _____

Catalog Description:

Global survey of cultures, political ecologies, and environmental issues related to language endangerment.

Prerequisite(s):

none

If course is to be cross-listed, indicate below:

Department: _____ Subject Prefix/Course Number: _____
Department: _____ Subject Prefix/Course Number: _____

This course could be applied to:

Major: BA in Linguistics
Minor: Minor in Linguistics
Program/Professional Field/Option: _____

Justification for New Course:

Language endangerment is a major global concern - by some estimates half of the 6,500 languages spoken in the world today could be lost within the present century. This course will cover why languages become endangered and the methods used to stabilize and revitalize them. This course is applicable to many majors across campus because of the cultural, political, linguistic, and environmental issues covered.

This is to certify that (1) a careful examination has been made of the course offerings of this and other departments and no duplication will occur as a result of this course, (2) all departments have been consulted which may be major sources of students for the course, and (3) the present feasibility for cross listing is limited to the notation above.

Department Chair

Consultation with other departments affected by addition of new course:

Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____

New Course Requests must include:

Syllabus: Maximum 2-page syllabus attached
Safety: Course Safety Category (check only one category):
*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4)

must be attached for categories 2 or 3
 1 2 3

APPROVED:

Department Chair: Patricia Coker-Allen Date: 9/23/15
College/School Curriculum Committee Chair: _____ Date: _____
Dean of College/School: [Signature] Date: 9/23/15
University Curriculum Committee (VPAA): _____ Date: _____
Graduate Council (Dean Graduate School): _____ Date: _____

Endangered Languages LING 2040, Fall 2016

About the Course

By some estimates half of the 6,500 languages spoken in the world today could be lost within the present century. In this course we will investigate why languages become endangered and methods used to stabilize and revitalize languages. In addition to learning about linguistic diversity, the course provides students a global survey of cultures, political ecologies, and environmental issues.

Required Readings

- Evans, Nicholas. 2009. *Dying Words. Endangered Languages and What They Have to Tell Us*. Malden, MA: Wiley-Blackwell.
- Grenoble, Lenore, and Lindsay J. Whaley. 2006. *Saving languages: An introduction to language revitalization*. Cambridge: Cambridge University Press.
- Harrison, K. David. 2007. *When Languages Die*. Oxford University Press.

Prerequisites

There is no prerequisite for this course

Attendance Policy

Three or more absences will result in your grade being lowered by one letter grade.

Grading Policy

The assignments for this course all require research and writing.

1. Survey of endangered languages: You will select an area from the *Atlas of the World's Languages in Danger* (I'll explain how in class). You will prepare a report (to present in class and turn in) on the linguistic situation of the area you've selected. You will provide reasons why languages in that area are endangered. How does the language fit into typologies of endangerment? What are the domains of use? Have there been efforts at revitalization? [20%]
2. Website review: You will review the website of an endangered language project, e.g. <http://qenaga.org/> . What is the general design of the website? What multimedia resources are linked to for revitalization purposes? How does the website deal with orthography? For which audiences is it meant? How is the resource to be used by the community? [30%]
3. Revitalization efforts. You will review revitalization efforts of a particular endangered language community. What are the vitality surveys conducted, what immersion teaching and documentary methods are in place, what are the results of language teaching, are there new native speakers? [30%]
4. Summary and commentary (2 pages each) on 5 articles of your choice on the topic of endangered languages to be handed in May 12th. Three of the articles you read should be from the class readings [20%].

Topic Schedule:

Jan 20	What is an endangered language; why do we care about language death; ideologies: small versus big languages
Jan 27	Endangered knowledge: calendars and maps Read (1) K. David Harrison Chapter 3
Feb 3	Endangered grammar: phonological, morphological, and syntactic diversity Read (1) Evans Chapters 4-5; Presentations on Endangered Language
Feb 10	Factors influencing language loss Read (1) Evans 6-7
Feb 17	Language, culture and thought Read (1) Evans 8-9
Feb 24	Orthographic concerns and language maintenance Read: Grenoble and Whaley Chapter 6
March 3	Factors influencing language maintenance and revival Read (1) Evans 10; (2) Grenoble and Whaley (2006),
March 10	Guest Lecture: Example of an Endangered Language Documentation Project
March 14-19	Spring Break
March 24	Documentary Linguistics Read: Evans Chapter 10 Revitalization assignment due
March 31	Fieldwork Products: Grammars, Text Collections, Read: articles distributed in class
April 7	Fieldwork Products: Dictionaries Read: articles distributed in class
April 14	Revitalization case studies; videos
April 21	Website development Presentation: Website review
April 28	Materials Development of Language Maintenance: Speaking and Listening Skills Read: articles distributed in class
May 5	Materials Development of Language Maintenance: Reading and Writing Skills Read: articles distributed in class
May 12	Final Assignment due

Attendance policy

Attendance is required. However, you can miss up to 3 class **hours** (1 day) per term without me taking special (critical) notice (but you're still responsible for any missed notes, work, homework, etc.). I generally do not accept excuses for missed classes, so choose the three hours carefully. It's a good idea to make friends with some classmates so you can get the necessary information if you must miss a class. You should also regularly check the Blackboard page for this course. If you would like to talk with me personally about missed work or an unavoidable absence, please come by one of my office hours, where my time is devoted to student questions and assistance.

Add/Drop Policy

The Linguistics Program adheres to the add/drop schedule established and published by the UNT Office of the Registrar. See the registration calendar for information.

<http://essc.unt.edu/registrar/AOP/scheduleclassaop.html>

ODA Policy

"The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323."

In accordance with the terms and spirit of the Americans with Disabilities Act and Section 504, Rehabilitation Act, we will cooperate with the Office of Disability Accommodation to accommodate reasonably qualified students with disabilities. If you have a disability for which you will require accommodation, please advise us of your needs in writing no later than the end of the second week of the semester. Essential competencies for this course include the ability to:

- Read and synthesize research articles.
- Interact with subjects in a professional and ethical manner.
- Use an audio and/or video recorder.
- Use a computer with various word processing, e-mail, transcription, and graphics software applications.
- Speak in front of the class and use multimedia to support the presentation.

Student Conduct and Academic Integrity Policy

All work submitted for credit must be original work created by the scholar uniquely for the class. It is considered inappropriate and unethical, particularly at the graduate level, to make duplicate submissions of a single work for credit in multiple classes, unless specifically requested by the instructor. Work submitted at the graduate level is expected

to demonstrate higher-order thinking skills and be of significantly higher quality than work produced at the undergraduate level. You are encouraged to become familiar with the university's Student Standards of Academic Integrity policy:

http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf

If any course material is submitted that violates this policy of academic dishonesty, the assignment will receive a grade of F, and the student may receive a failing grade for the entire course; appropriate judicial action will be filed. This action includes a report of academic misconduct to the Office of Academic Integrity and possible dismissal from The University of North Texas. There are no first-offense warnings regarding plagiarism.

Colen, Aaron

From: Cukor-Avila, Patricia
Sent: Wednesday, November 04, 2015 10:44 AM
To: Colen, Aaron
Subject: Fw: UUCC consult

Here are the emails with Dorian Roehrs.

Dr. Patricia Cukor-Avila, Director
Linguistics Program
College of Information
University of North Texas
1155 Union Circle #311068
Denton, TX 76203-5017

email: pcavila@unt.edu
phone: 940.565.4552

From: Roehrs, Dorian
Sent: Tuesday, November 3, 2015 6:22 PM
To: Cukor-Avila, Patricia
Subject: Re: UUCC consult

You are welcome. By the way, nobody contacted me. So I think this was some kind of misunderstanding.

Fingers crossed!

dorian

From: Cukor-Avila, Patricia
Sent: Tuesday, November 3, 2015 6:15 PM
To: Roehrs, Dorian
Cc: Williams, Lawrence; Chelliah, Shobhana
Subject: Re: UUCC consult

Thanks Dorian. Shobhana will be attending the meeting tomorrow just in case there are any questions from the other committee members.

Patricia

From: "Roehrs, Dorian" <Dorian.Roehrs@unt.edu>
Date: Monday, November 2, 2015 at 9:36 AM
To: Patricia Cukor-Avila <patricia.cukor-avila@unt.edu>

Cc: "Williams, Lawrence" <Lawrence.Williams@unt.edu>

Subject: RE: UUCC consult

Dear Patricia,

As chair of the curriculum committee, I have reviewed the course proposal and I think this is a great course.

Best wishes,

dorian

From: Cukor-Avila, Patricia

Sent: Friday, October 30, 2015 7:43 AM

To: Roehrs, Dorian <Dorian.Roehrs@unt.edu>; Kaplan, Marijn S. <Marijn.Kaplan@unt.edu>

Subject: Re: UUCC consult

Hi Dorian,

Here's the text of the email that I got from Aaron Colen:

I got an update on why exactly this was tabled at UUCC earlier this month; it was because World Languages requested a consultation on this course. I will still tentatively put this on the agenda, but would advise that you all consult with World Languages and send me documentation of that consultation with them as soon as possible to ensure that this course doesn't get tabled for the same reason as the November meeting.

I don't know who requested the consult. In any case, since that was the reason then I suppose I will need a signature from either you or Marjin in order to get this approved at the next meeting. Is that OK?

Patricia

From: Roehrs, Dorian

Sent: Thursday, October 29, 2015 8:58 PM

To: Kaplan, Marijn S.; Cukor-Avila, Patricia

Subject: Re: UUCC consult

Hello Patricia,

Sorry about getting back to you so late - I have been away from my desk today.

Would you know who exactly requested the consult? That would help me figure out what to do.

Thanks,

dorian

From: Kaplan, Marijn S.

Sent: Thursday, October 29, 2015 1:48 PM

To: Cukor-Avila, Patricia

Cc: Roehrs, Dorian

Subject: FW: UUCC consult

Hi Patricia,

I do not know anything about this, so am forwarding your message to Dorian Roehrs, my DUS and chair of the curriculum committee.

Marijn

Marijn S. Kaplan
Chair and Professor of French
World Languages, Literatures & Cultures
University of North Texas

From: "Cukor-Avila, Patricia" <Patricia.Cukor-Avila@unt.edu>
Date: Thursday, October 29, 2015 at 1:27 PM
To: "Marijn S. Kaplan" <marijn.kaplan@unt.edu>
Cc: "Du, Yunfei" <Yunfei.Du@unt.edu>
Subject: UUCC consult

Hi Marjin,

I got an email last week from Aaron Colen to let me know that a new undergraduate course we proposed "Endangered Languages" was tabled at the last UUCC meeting because World Languages and Cultures requested a consult. I'm not sure who to contact in your department about this so I thought I'd start with you. I've attached a sample syllabus and the UUCC form for you to look at. I'd be happy to talk about the course with you or whoever is in charge of curriculum in your department. This course will be on the Nov. 4th agenda and we're hoping it will be approved so it will be included in the fall 2016 catalog.

Thanks!
Patricia

Dr. Patricia Cukor-Avila, Director
Linguistics Program
College of Information
University of North Texas
1155 Union Circle #311068
Denton, TX 76203-5017

email: pcavila@unt.edu
phone: 940.565.4552

III-1
11/4/15

Undergraduate

Prepared By: Huguette Tran, Ph.D.
Phone: 565-2155

REQUEST TO OFFER
EXPERIMENTAL COURSE

College/School: College of Arts and Sciences Semester to be offered: Spring 16
Department: Mathematics Expected enrollment: 25

Subject Prefix: MATH Course Number: 4980 Semester Credit Hours: 3
Hours Per Week: 3 Lecture

Title: FINANCIAL MATHEMATICS
(Submit Course Title Substitution Form to Registrar) _____ Lab
_____ Recitation
Short Course Title: FINANCIAL MATHEMATICS _____ Other
(maximum 22 characters including spaces)

Catalog Description:

Fundamental concepts of financial mathematics and their applications in calculating present and future values, annuities and variable cash flows, yield rates, and valuation of stocks, bonds and other securities.
Introduction to financial instruments, including options, contracts, and hedging, and the concept of no-arbitrage as it relates to financial mathematics.

Prerequisite(s):

MATH1720 with at least a grade of C and Math 3680. May be taken concurrently with Math 3680.

Justification:

This course offers actuarial science students a financial mathematical knowledge base. New course effective Fall 2014.

First time offered

Second Third time offered

Experimental Course Requests must include:

Syllabus: Maximum 2-page syllabus attached

Safety: Course Safety Category (check only one category):

*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4) must be attached for categories 2 or 3

1 2 3

APPROVED:

Department Chair: Charles Conley Date: 7/28/15

College/School Curriculum Committee Chair: _____ Date: 10/20/15

Dean of College/School: _____ Date: 10/19/15

University Curriculum Committee (VPAA): _____ Date: _____

Graduate Council (Dean Graduate School): _____ Date: _____

<p>COURSE: Math 4980: Financial Mathematics</p> <p>Text: ACTEX FM/2 STUDY MANUAL by Hassett, Garcia, and Steeby</p>	<p>CLASS MEETS: MWF 9:00-9:50am in XXXXX Final Exam: May XX, XXX am</p>
<p>INSTRUCTOR: Dr. Huguette Tran Email: Huguette.Tran@unt.edu Office: GAB 421 Office Hours: XXXXX <i>Students are encouraged to use office hours for help with class material. Students may request extra office hours.</i></p>	<p>Math Lab web site: www.math.unt.edu/mathlab Go to the website for information.</p> <p>The UNT Math Lab is located in GAB 440.</p>
<p>COURSE DESCRIPTION AND PREREQUISITE: This course covers fundamental concepts of financial mathematics and their applications in calculating present and future values, annuities and variable cash flows, yield rates, and valuation of stocks, bonds and other securities. The course will also provide an introduction to financial instruments, including options, contracts, and hedging, and the concept of no-arbitrage as it relates to financial mathematics. Prerequisite(s): MATH1720 with at least a grade of C and Math 3680. This course may be taken concurrently with Math 3680.</p>	
<p>ATTENDANCE AND GRADING POLICY: Quiz : 20% Two Tests : 50%. (Tentative test days are March 4th and April 29) Final Exam : 30%</p> <p>No make-up tests will be given and no late homework will be accepted. Quizzes will be given weekly. To account for occasional absences, three lowest homework grades will be dropped. There will be two tests, the first of which will cover sections chapters 1-4; and the second chapters 5-8. In addition, there will be a comprehensive final exam. A student may replace a low test grade with the final exam grade if the latter is higher. Attendance is mandatory. A student missing more than 4 classes may be dropped from class with a WF.</p>	
<p>ACCOMODATION FOR STUDENTS WITH DISABILITIES:</p> <p>The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at http://www.unt.edu/oda. You may also contact them by phone at 940.565.4323.</p>	

Math 4980 – Financial Mathematics Course Outline

Text: ACTEX FM/2 STUDY MANUAL by Hassett, Garcia, and Steeby

Section	Approximated number of weeks	Topic/Comment
<i>Chapter 1</i>		
1.1	1 1/2 weeks	Time Value of Money
1.2		Present and Future Value
1.3		Accumulations Functions

Undergraduate

III-2
11/4/15

Prepared By: L. Statler
Phone: X 7459

REQUEST TO OFFER
EXPERIMENTAL COURSE

College/School: CAS Semester to be offered: Fall 2016
Department: Media Arts Expected enrollment: 15
Subject Prefix: MRTS Course Number: 4980 Semester Credit Hours: 3
Hours Per Week: 2 Lecture
3 Lab
Title: Advanced Visual Editing _____
(Submit Course Title Substitution Form to Registrar) _____ Recitation
Short Course Title: ADV. VISUAL EDITING _____ Other
(maximum 22 characters including spaces) _____

Catalog Description:

Designed for students wishing to pursue a career as professional television or film editor. Topics include understanding editor and assistant editor responsibilities, professional editing terms and concepts, working with high resolution workflows and online vs offline editing. Additional topics may include: genre editing, versioning and deliverables. Students who pass the course become eligible for the Avid Certified Professional Exam.

Prerequisite(s):

MRTS or CBCM major status and MRTS 3220 or MRTS 3230 and MRTS 4740

Justification:

The Department of Media Arts currently has only one formal editing course. This course, while not mandatory, must meet the postproduction education needs of all Media Arts students. An advanced editing course is needed to provide a more specific curriculum targeted toward students who wish to become postproduction professionals in Television, Film, online media and other visual media arts industries New course request being submitted for 2017-18.

First time offered Second time offered

Experimental Course Requests must include:

Syllabus: Maximum 2-page syllabus attached
Safety: Course Safety Category (check only one category):
*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4)
must be attached for categories 2 or 3
 1 2 3

APPROVED:

Department Chair: [Signature] Date: 10/20/15

College/School Curriculum Committee Chair: [Signature] Date: 10-14-15

Dean of College/School: [Signature] Date: 10/19/15

University Curriculum Committee (VPAA): _____ Date: _____

Graduate Council (Dean Graduate School): _____ Date: _____

RTVF 4980 –ADVANCED VISUAL EDITING EXPERIMENTAL COURSE

Instructor: James M. Martin **Office:** RTFP–272B **Phone:** 940-565/2537 **Email:** james.martin3@unt.edu

TEXT:

Media Composer 8 - Editing Essentials (*Provided by Dept. of Media Arts*)

Media Composer 8 - Effects Essentials (*Provided by Dept. of Media Arts*)

Modern Post: Workflows & Techniques for Digital Filmmakers – by Scott Arundale & Tashi Trieu

OBJECTIVES:

This course will build on the curriculum in RTVF 4740 Theory and Technique of Visual Editing in order to help students develop a further mastery of the concepts, workflows and terminology used film and television editing. Additional topics include genre editing, high resolution file formats, color correction, versioning and deliverables.

GRADING:

Project ONE -- 15 %

Project TWO -- 20 %

Project THREE -- 20 %

Project FOUR -- 30 %

Exam Average -- 15 %

A = 100 – 90% B = 89 – 80% C = 79 – 70% D = 69 – 60% F = 50% - below

MAKE-UP EXAMS WILL BE GIVEN ONLY WITH A VERIFIED EXCUSED ABSENCE. If you arrive late for Class when an exam is already in progress or has been completed, your grade for that exam will be ZERO.

ACADEMIC INTEGRITY:

This course adheres to the standards outlined by the UNT Policy Office (sec: 18.1.16 Student Standards of Academic Integrity). This information may be viewed at: UNT Policy Office website - http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf

TARDINESS AND ABSENCE POLICY:

Due to the limited number of classes, complete attendance is expected. Assignments will be due at the beginning of each class and will only be accepted *on the due date*.

ONE *unexcused* absence will result in a FIVE POINT final course grade deduction. Each additional unexcused absence will result in a TEN POINT final course grade deduction. **These percentage points will be deducted from your over-all course grade.**

Because of the limited number of class meetings each one is important. Students who leave class early without instructor approval (with exceptions for situations such as illness or emergency) will be assigned an unexcused absence.

CLASS COMMUNICATION:

UNT student email accounts are used for all course correspondence via my.unt.edu. All official communication will be delivered through your Eagle Connect account. If you predominantly use another email service you must forward messages from your UNT email account. Instructions can be found at: eagleconnect.unt.edu.

BASIC COURSE SCHEDULE:

This course will include guest speakers, screenings and supplemental readings in order to help students expand their understanding of editing as an artistic craft and a technical process.

Information from any supplemental course materials is subject to formal examination.

MEETING	CONTENT AREA
Week 1	Course Introduction Workflow and File-Based Acquisition
Week 2	Frame Reformatting (New 2K and 4K Project Editing) Advanced Picture Editing
Week 3	Understanding Sound Advanced Dialogue Editing
Week 4	Script Integration Multicamera Editing
Week 5	Multichannel Audio Professional Audio Mixing / Adjusting Audio EQ
Week 6	Real-Time AudioSuite (RTAS) Review Round-tripping with Avid ProTools
Week 7	Archiving and Versioning Effect Design & Techniques
Week 8	Animating with Keyframes Using the 3D Warp Effect
Week 9	Importing Graphics and Mattes Paint Effects
Week 10	Key Effects / Tracking and Stabilizing Professional Editor Guest Speaker
Week 11	Refining Composites Media Composer and Photoshop Integration
Week 12	Media Composer & Color Correction
Week 13	Media Composer & Color Correction (continued)
Week 14	Media Composer & Color Correction (continued) High End Digital Workflows
Week 15	Avid Certification Examination (200 Level – Avid Certified Professional)
Week 16	Course Final Examination

SYLLABUS POLICY:

While this syllabus outlines the expectations for successful completion of the course, it is not a contract. Therefore some elements of the course may be altered by the Instructor as needed.

STUDENT BEHAVIOR:

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom. You will then be referred to the student to the Center for Student Rights and Responsibilities for consideration as to whether the conduct in question violated the Code of Student Conduct. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.

Undergraduate

III-3
11/4/15

Prepared By: L. Statler
Phone: X 7459

REQUEST TO OFFER
EXPERIMENTAL COURSE

College/School: CAS Semester to be offered: Spring 2017
Department: Media Arts Expected enrollment: 15

Subject Prefix: MRTS Course Number: 4980 Semester Credit Hours: 3
Hours Per Week: 2 Lecture
3 Lab
Recitation
Other

Title: Advanced Visual Editing
(Submit Course Title Substitution Form to Registrar)

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Justification:

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First time offered

Third
Second time offered

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Safety: Course Safety Category (check only one category):

*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4)
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1 2 3

APPROVED:

Department Chair: [Signature] Date: 10/20/15

College/School Curriculum Committee Chair: [Signature] Date: 10-20-15

Dean of College/School: [Signature] Date: 10/19/15

University Curriculum Committee (VPAA): _____ Date: _____

Graduate Council (Dean Graduate School): _____ Date: _____

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Instructor: James M. Martin Office: RTFP-272B Phone: 940-565/2537 Email:james.martin3@unt.edu

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Project TWO -- 20 %

Project THREE -- 20 %

Project FOUR -- 30 %

Exam Average -- 15 %

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Due to the limited number of classes, complete attendance is expected. Assignments will be due at the beginning of each class and will only be accepted *on the due date*.

ONE **unexcused** absence will result in a FIVE POINT final course grade deduction. Each additional unexcused absence will result in a TEN POINT final course grade deduction. **These percentage points will be deducted from your over-all course grade.**

Because of the limited number of class meetings each one is important. Students who leave class early without instructor approval (with exceptions for situations such as illness or emergency) will be assigned an unexcused absence.

CLASS COMMUNICATION:

UNT student email accounts are used for all course correspondence via my.unt.edu. All official communication will be delivered through your Eagle Connect account. If you predominantly use another email service you must forward messages from your UNT email account. Instructions can be found at: eagleconnect.unt.edu.

BASIC COURSE SCHEDULE:

This course will include guest speakers, screenings and supplemental readings in order to help students expand their understanding of editing as an artistic craft and a technical process.

Information from any supplemental course materials is subject to formal examination.

MEETING	CONTENT AREA
Week 1	Course Introduction Workflow and File-Based Acquisition
Week 2	Frame Reformatting (New 2K and 4K Project Editing) Advanced Picture Editing
Week 3	Understanding Sound Advanced Dialogue Editing
Week 4	Script Integration Multicamera Editing
Week 5	Multichannel Audio Professional Audio Mixing / Adjusting Audio EQ
Week 6	Real-Time AudioSuite (RTAS) Review Round-tripping with Avid ProTools
Week 7	Archiving and Versioning Effect Design & Techniques
Week 8	Animating with Keyframes Using the 3D Warp Effect
Week 9	Importing Graphics and Mattes Paint Effects
Week 10	Key Effects / Tracking and Stabilizing Professional Editor Guest Speaker
Week 11	Refining Composites Media Composer and Photoshop Integration
Week 12	Media Composer & Color Correction
Week 13	Media Composer & Color Correction (continued)
Week 14	Media Composer & Color Correction (continued) High End Digital Workflows
Week 15	Avid Certification Examination (200 Level – Avid Certified Professional)
Week 16	Course Final Examination

SYLLABUS POLICY:

While this syllabus outlines the expectations for successful completion of the course, it is not a contract. Therefore some elements of the course may be altered by the Instructor as needed.

STUDENT BEHAVIOR:

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom. You will then be referred to the student to the Center for Student Rights and Responsibilities for consideration as to whether the conduct in question violated the Code of Student Conduct. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.

Undergraduate

III-4

11/4/15

Prepared By: L. Statler
Phone: X 7459

REQUEST TO OFFER
EXPERIMENTAL COURSE

College/School: CAS Semester to be offered: Spring 2016
Department: Media Arts Expected enrollment: 15
Subject Prefix: RTVF Course Number: 4980 Semester Credit Hours: 3
Hours Per Week: 2 Lecture
3 Lab
Title: Advanced Visual Editing Recitation
(Submit Course Title Substitution Form to Registrar) Other
Short Course Title: ADV. VISUAL EDITING
(maximum 22 characters including spaces)

Catalog Description:

Designed for students wishing to pursue a career as professional television or film editor. Topics include understanding editor and assistant editor responsibilities, professional editing terms and concepts, working with high resolution workflows and online vs offline editing. Additional topics may include genre editing, versioning and deliverables. Students who pass the course become eligible for the Avid Certified Professional Exam.

Prerequisite(s):

RTVF or CBCM major status and RTVF 3220 or RTVF 3230 and RTVF 4740

Justification:

The Department of Media Arts currently has only one formal editing course. This course, while not mandatory, must meet the postproduction education needs of all Media Arts students. An advanced editing course is needed to provide a more specific curriculum targeted toward students who wish to become postproduction professionals in Television, Film, online media and other visual media arts industries *New course request being submitted for 2017-18.*

First time offered

Second time offered

Experimental Course Requests must include:

Syllabus: Maximum 2-page syllabus attached
Safety: Course Safety Category (check only one category):
*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4)
must be attached for categories 2 or 3
 1 2 3

APPROVED:

Department Chair: [Signature] Date: 10/26/15

College/School Curriculum Committee Chair: [Signature] Date: 10-14-15

Dean of College/School: [Signature] Date: 10/19/15

University Curriculum Committee (VPAA): _____ Date: _____

Graduate Council (Dean Graduate School): _____ Date: _____

RTVF 4980 –ADVANCED VISUAL EDITING EXPERIMENTAL COURSE

Instructor: James M. Martin Office: RTFP–272B Phone: 940-565/2537 Email:james.martin3@unt.edu

TEXT:

Media Composer 8 - Editing Essentials (*Provided by Dept. of Media Arts*)
Media Composer 8 - Effects Essentials (*Provided by Dept. of Media Arts*)
Modern Post: Workflows & Techniques for Digital Filmmakers – by Scott Arundale & Tashi Trieu

OBJECTIVES:

This course will build on the curriculum in RTVF 4740 Theory and Technique of Visual Editing in order to help students develop a further mastery of the concepts, workflows and terminology used film and television editing. Additional topics include genre editing, high resolution file formats, color correction, versioning and deliverables.

GRADING:

Project ONE	--	15 %
Project TWO	--	20 %
Project THREE	--	20 %
Project FOUR	--	30 %
Exam Average	--	15 %

A = 100 – 90% B = 89 – 80% C = 79 – 70% D = 69 – 60% F = 50% - below

MAKE-UP EXAMS WILL BE GIVEN ONLY WITH A VERIFIED EXCUSED ABSENCE. If you arrive late for Class when an exam is already in progress or has been completed, your grade for that exam will be ZERO.

ACADEMIC INTEGRITY:

This course adheres to the standards outlined by the UNT Policy Office (sec: 18.1.16 Student Standards of Academic Integrity). This information may be viewed at: UNT Policy Office website - http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf

TARDINESS AND ABSENCE POLICY:

Due to the limited number of classes, complete attendance is expected. Assignments will be due at the beginning of each class and will only be accepted *on the due date*.

ONE **unexcused** absence will result in a FIVE POINT final course grade deduction. Each additional unexcused absence will result in a TEN POINT final course grade deduction. **These percentage points will be deducted from your over-all course grade.**

Because of the limited number of class meetings each one is important. Students who leave class early without instructor approval (with exceptions for situations such as illness or emergency) will be assigned an unexcused absence.

CLASS COMMUNICATION:

UNT student email accounts are used for all course correspondence via my.unt.edu. All official communication will be delivered through your Eagle Connect account. If you predominantly use another email service you must forward messages from your UNT email account. Instructions can be found at: eagleconnect.unt.edu.

BASIC COURSE SCHEDULE:

This course will include guest speakers, screenings and supplemental readings in order to help students expand their understanding of editing as an artistic craft and a technical process.

Information from any supplemental course materials is subject to formal examination.

MEETING	CONTENT AREA
Week 1	Course Introduction Workflow and File-Based Acquisition
Week 2	Frame Reformatting (New 2K and 4K Project Editing) Advanced Picture Editing
Week 3	Understanding Sound Advanced Dialogue Editing
Week 4	Script Integration Multicamera Editing
Week 5	Multichannel Audio Professional Audio Mixing / Adjusting Audio EQ
Week 6	Real-Time AudioSuite (RTAS) Review Round-tripping with Avid ProTools
Week 7	Archiving and Versioning Effect Design & Techniques
Week 8	Animating with Keyframes Using the 3D Warp Effect
Week 9	Importing Graphics and Mattes Paint Effects
Week 10	Key Effects / Tracking and Stabilizing Professional Editor Guest Speaker
Week 11	Refining Composites Media Composer and Photoshop Integration
Week 12	Media Composer & Color Correction
Week 13	Media Composer & Color Correction (continued)
Week 14	Media Composer & Color Correction (continued) High End Digital Workflows
Week 15	Avid Certification Examination (200 Level – Avid Certified Professional)
Week 16	Course Final Examination

SYLLABUS POLICY:

While this syllabus outlines the expectations for successful completion of the course, it is not a contract. Therefore some elements of the course may be altered by the Instructor as needed.

STUDENT BEHAVIOR:

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom. You will then be referred to the student to the Center for Student Rights and Responsibilities for consideration as to whether the conduct in question violated the Code of Student Conduct. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.

III-5
11/4/15

Undergraduate

Prepared By: Tatiana Filosofova
Phone: x. 2404

REQUEST TO OFFER
EXPERIMENTAL COURSE

College/School: Arts & Sciences Semester to be offered: SP16
Department: World Languages, Literatures, and Cultures Expected enrollment: 28

Subject Prefix: RUSS Course Number: 4980 Semester Credit Hours: 3
Hours Per Week: 3 Lecture

Title: Russian for Professional Communication Lab
(Submit Course Title Substitution Form to Registrar)

Short Course Title: RUSSIAN FOR PRO COMMUN Recitation
(maximum 22 characters including spaces) Other

Catalog Description:

Students become familiar with business terminology in Russian. They also learn to function in a Russian business environment, including writing business letters, conducting telephone conversations, business meetings, and so forth.

Prerequisite(s):

RUSS 2050 or equivalent.

Justification:

This course will expand the current offerings available to students pursuing a minor in Russian or advanced proficiency for various professional reasons.

First time offered

Second time offered

Experimental Course Requests must include:

Syllabus: Maximum 2-page syllabus attached

Safety: Course Safety Category (check only one category):

*NOTE: Course Safety Evaluation Form (UNT Policy Manual - 15.2.4)
must be attached for categories 2 or 3

1 2 3

APPROVED:

Department Chair: [Signature] Date: 8-27-15

College/School Curriculum Committee Chair: [Signature] Date: 10/20/15

Dean of College/School: [Signature] Date: 10/19/15

University Curriculum Committee (VPAA): _____ Date: _____

Graduate Council (Dean Graduate School): _____ Date: _____



August 20, 2015

To Whom It May Concern:

I will be out of the office August 21-31.

By this memo, I am requesting signature authority for paper documents normally approved by me as supervisor of WLLC faculty and staff be given to Dr. Lawrence Williams. The signature authority will be granted for paper documents that I cannot access electronically such as requests to travel, travel vouchers, leave requests, R-6, etc.

You may contact me upon my return if you have any questions related to any approved documents.

Sincerely,

Carol Anne Costabile-Heming
Department Chair

SPRING 2016
Experimental Course RUSS 4980
RUSSIAN FOR PROFESSIONAL COMMUNICATION

Instructor: Dr Tatiana Filosofova
Office: LANG 401-B
E-mail: Tatiana.Filosofova@unt.edu

Office hours: Tuesday 2:00-3:00 pm, Thursday 2:00 – 3:00 pm and by appointment.

Course description:

This module builds on the written and spoken language skills developed in previous levels. This advanced module is design to perfect a variety of your linguistic skills in Russian, appropriate to working in Business: correspondence, negotiation, travel, presentation, translation, interpreting. Achieved through a series of oral and written exercises, role play and simulation, presentations and round table discussion, the skills taught by the module provide a solid basis for work in a Russian-UK commercial environment.

Course objectives

The main object of the course is to develop your vocational skills and help you to achieve a good command of commercial Russian, both written and oral, learning some new very practical applications of Russian, as well as to broaden general knowledge of the language. The course will concentrate on perfecting interpreting and translating skills, which could be used later for work involving linguistic skills.

Learning Outcomes

The learning outcomes of the course are to enable you:

- To understand, analyze and produce commercial and economic concepts in Russian.
- To understand the specific character of Russian economic and social environment in which business activity is conducted.
- To communicate confidently orally and written in a very broad range of predictable situations, which might occur in the Russian-UK commercial environment.
- To use some special skills, gained during studies, for the liaising and consecutive interpreting.

Required texts

The course is based on the **course book “Russian for Professional Communication”** by Dr Tanya Filosofova. The course book is available on Blackboard. Your instructor will also provide additional handouts and other necessary materials.

All students are required to print their own copy of the course book from Blackboard.

Use of email: You are required to use the official UNT email (my.unt.edu) for all communications. This means that your instructor will only respond to emails sent by students from their official UNT address.

Instructor: The course is taught by one primary instructor Dr Tatiana Filosofova (Tatiana.Filosofova@unt.edu). Dr Tatiana Filosofova conducts classes, sets all tests and examinations and grades your work. She can be contacted by e-mail or in person during her office hours or by appointment.

Announcements

Please check your e-mails and announcements on Blackboard. Dr Filosofova will keep you posted on any issues concerning your studies.

Attendance

Attendance of all class and participation in all learning activities are **mandatory**. Each student will be allowed **three** unexcused absences for the course. After this, **each additional unexcused absence will result in a deduction of 3%** from your attendance grade.

For medical excuses, a doctor's note will be required and will only be accepted on the student's first day back in class. A note showing that you were seen at the health center will not excuse your absence. Only a note showing that a medical professional recommended that you do not attend class will be accepted in order to excuse your absence. If you fail to bring a doctor's note on your first day back in class, your absence will not be excused.

You must arrive on time for each of your class. If you arrive more than ten minutes late, you will be marked absent for the day.

In-class participation

Your participation grade will be determined by your performance in class. To earn a high participation grade you must prepare all your work in advance, be actively involved in all your class activities and be ready to respond to your instructor's questions and requirements.

Homework

You must prepare all your written and oral homework and submit all your assignments on time. Some homework is pre-assigned and some homework assigned in class. **The late submission of your homework assignments will result in downgrading your work.** Any missed assignments will be graded as zero. See also the section below on the make-up policy. All your written homework assignments will be graded on a 100% scale. If you receive grade C or lower you should make an immediate appointment with the instructor to discuss any problems.

Make-up policy

You will not be allowed to re-sit your final examination. However, if you miss your tests, quizzes or could not submit your assignment on time for a good reason, such as a medical emergency, you will be allowed to submit your assessed work later. You must contact your instructor, who will evaluate each case on an individual basis. Medical excuses must be correctly documented and will only be accepted on the student's first day back in class.

Tests/Quizzes

A number of quizzes and tests will be set during the semester. All tests and quizzes will be graded on a 100% scale. If you receive grade C or lower you should make an immediate appointment with the instructor to discuss any problems.

Oral evaluations

During the course, at each lesson, you will carry out various speaking and reading activities. Accumulative evaluation of your oral work will be assessed on each lesson and a summarizing grade for oral proficiency will be recorded and will be included in the overall grade.

Assessment

You will be assessed on a variety of tasks in all four skills noted above. Your overall final grade is made up from the following components:

- Two-hour final examination that will be set during your examination period (20%)
- Tests and quizzes that are set during semester (20%)
- Written Homework (20%)
- Oral work (20%)
- Attendance (5%)
- Class participation (15%)

Grading Scale:

90-100%	A
80-89%	B
70-79%	C
60-69%	D
59% or below	F

List of Major Graded Assessments

Week 1: No Quizzes

Week 2: Quiz 1

Week 3: Quiz 2

Week 4: Quiz 3

Week 5: Quiz 4

Week 6: Quiz 5

Week 7: Quiz 6

Week 8: Quiz 7

Week 9: SPRING BREAK

Week 10: Quiz 8

Week 11: Quiz 9

Week 12: Quiz 10

Week 13: Quiz 11

Week 14: Quiz 12

Week 15: Final Exam: See the Office of the Registrar's webpage:

<http://registrar.unt.edu/registration/spring-registration-guide>

The two-hour written examination exam:

The written examination will include a Russian-English translation of one passage from a Russian newspaper or magazine on economics (approximately 350 words in length) and writing two short pieces of business correspondence (not more than 200 words each). The last task will be set to test your knowledge of some basic terms most commonly used in Russian business correspondence terminology and clichés. However, while writing two pieces of the business correspondence you should pay attention to your grammatical accuracy as well as the use of the appropriate vocabulary.

Weekly Schedule

Week I	Тема для обсуждения: Corporate/professional presentations. Business cards. Meetings and Greetings. Знакомство с фирмой. Материалы буклета
Week II	Тема для обсуждения: Business Trade Fairs/ a company website. Презентация компании, ярмарки. Материалы буклета.
Week III	Тема для обсуждения: Corporate/professional presentations. Conclusion. Заключительный урок по теме «Презентация компании». Материалы буклета.
Week IV	Тема для обсуждения: Business in Russia today. Types of enterprise in Russia. Бизнес в России. Виды предпринимательства: МП, СП, корпорации. Материалы буклета.
Week V-VI	Тема для обсуждения: Business in Russia today. Types of enterprise in Russia. Conclusion. Продолжение темы «Бизнес в России». Материалы буклета.
Week VII	Тема для обсуждения: Franchising and franchises in Russia. Business plan. Франчайзинг, готовим бизнес план. Материалы буклета.
Week VIII	Тема для обсуждения: Franchising and franchises in Russia. Conclusion. Продолжение урока по теме: «Франчайзинг». Материалы буклета.
WEEK 9 – SPRING BREAK	
Week X	1.Тема для обсуждения: Russia’s labor market. Рынок труда в России и его особенности. Материалы буклета.
Week XI	Тема для обсуждения: Applying for work. How to write your CV and a job application in Russian. Your interview skills. Поиски работы. Интервью, резюме. Материалы буклета.
Week XII	Тема для обсуждения: Money matters. Corporate banking in Russia. Банки и финансы. Государственные и частные банки. Материалы буклета.
Week XIII	Тема для обсуждения: Paying taxes. Russia’s tax system and laws. Налоговая система в России. Материалы буклета.
Week XIV	Тема для обсуждения: Personal banking in Russia. Частные финансы. Материалы буклета.
Week XV	Тема для обсуждения: Russia’s global trade. Россия на международном рынке. Материалы буклета.
Finals	

Please note a more detailed weekly schedule, which includes all your home assignments, in-class tests and quizzes, are display on Blackboard.

V-1
11/4/15

Undergraduate

Prepared By: Tatiana Filosofova
Phone: x.2404

REQUEST FOR
**ADDITION OF COURSE TO
CORE CURRICULUM**

College/School: College of Arts & Sciences Catalog Year Effective: 2016
Department: World Languages, Literatures and Cultures

Subject Prefix: LANG Course Number: 3000 Semester Credit Hours: 3

TCCNS Number (if applicable) _____ (common course number) Hours Per Week: 3 Lecture _____
Title Russian Folklore and Magic Lab _____
Short Course Title: RUSS FOLKLORE & MAGIC Recitation _____
(maximum 22 characters including spaces) Other _____

Core Curriculum Category to which course is to be added: Language, Philosophy, and Culture

Catalog Description:

Exploration and analysis of core genres of Russian folklore, magic, and system of popular beliefs.

Prerequisite(s):

None.

Corequisite(s):

Note(s):

This course is taught in English and does not require any knowledge of Russian.

If course is cross-listed, indicate below:

Department: _____ Subject Prefix/Course Number: _____
Department: _____ Subject Prefix/Course Number: _____

Justification for course to be added to Core Curriculum (Include how course would satisfy each exemplary objective and over-arching objective.):

(See form COC-200.)

Consultation with Oversight Committee on the Core Curriculum member:

Department: University Libraries Contact: Karen Harker Date: 4-9-15

New Core Curriculum Requests must include:

- Syllabus: Maximum 4-page syllabus attached
Assessment: Consultation w/Oversight Committee on the Core Curriculum member in this core component group.
 Assessment procedures (criteria to be used in assessing this course) must be attached separately

APPROVED:

Department Chair: [Signature] Date: 4-7-15

College/School Curriculum Committee Chair: [Signature] Date: 5/14/15

Dean of College/School: [Signature] Date: 5/14/15

VIII-1
11/4/15

VI-1
10/15/15

Prepared By: C. Norris
Phone: X2057

REQUEST FOR
GRAD TRACK PATHWAY

Grad Track Pathway refers to a graduate program that offers early conditional admission to exceptional undergraduate students. A Grad Track Pathway is defined by a set of graduate courses associated with a graduate degree. No more than 12 graduate credits may apply toward the undergraduate transcript.

College/School: College of Information Catalog Year Effective: 2016-2017
Department: Learning Technologies
Pathway Name: BAAS in Applied Technology and Performance Improvement with an emphasis on Emerging Technologies or Multi-Media & Gaming/Teaching and Learning with Technology (Grad Track)
Pathway Linkage: Bachelor of Applied Arts and Sciences leads to a Master of Science
Concentration/Track: Learning Technologies/Teaching and Learning with Technology

1. Rationale For and a Description of the Proposed Grad Track Pathway:

The Grad Track option is intended for our high-achieving UNT BAAS undergraduate students. This Grad Track option will benefit both students and the department:

1. The students will get an early start on their MS program thus saving both time and money.
2. The department will recruit and retain high-achieving UNT undergraduate students to strengthen our graduate program.

2. Administration of the Grad Track Pathway (Verify That All Appropriate Undergraduate Learning Outcomes are Met Through the Approved Courses):

1. The student's application to the LTEC Grad Track Program will be reviewed by both the LTEC undergraduate advisor and LTEC graduate advisor (admission criteria is listed in Section 3), and the student will be admitted only when approved by both the LTEC undergraduate and graduate advisors.
2. The student's progress will be advised, monitored, and assessed by both the LTEC undergraduate advisor (before completing the BAAS degree) and the LTEC graduate advisor (after completing the BAAS degree).
3. The students will be considered an undergraduate until all undergraduate requirements have been met and the bachelor's degree has been posted to the student's transcript. Students participating in Grad Track will not be eligible for teaching and research assistantships and related health insurance, financial aid, or graduate award programs until the undergraduate degree is completed.
4. The undergraduate student who has been accepted to a Grad Track option should complete all of his/her bachelor's degree requirements and graduate within 12 months of the first day of the semester in which he/she starts taking graduate courses or his/her enrollment in graduate level coursework will be suspended. The student must enroll in graduate school in the long semester after finishing his/her BAAS degree and should take the remaining graduate courses in the following 12 months to complete his/her MS degree. If the student does not enroll in graduate school in the long semester after finishing his/her BAAS degree, the graduate course credit hours taken as part of Grad Track will not be counted for the MS degree even if the student comes back for graduate school in the future.

3. Admissions Criteria (Beyond a GPA Assessment):

The Department of Learning Technologies will offer a Grad Track option for existing UNT undergraduate students with a major in Applied Technology and Performance Improvement.

In this Grad Track option, students can take a maximum of nine (9) credit hours of graduate courses while completing the BAAS degree. These credits will be counted toward both the BAAS and MS degrees. *first toward the BAAS, then transferred to the*
Prior to registering for the specified graduate courses, the student must have been admitted to the Grad Track option and obtained approvals from the appropriate undergraduate and graduate advisors.

Admission to the Grad Track option:

1. Students should be a major in the UNT Applied Technology and Performance Improvement BAAS program.
2. A student may apply for the Grad Track option during his/her junior year (and must have completed at least 75 credit hours at the time of application to Grad Track).
3. Minimum of 3.0 cumulative GPA required at the time of application submission.
4. The student will provide two recommendation forms from LTEC faculty members who can evaluate the student's ability to complete graduate level work.
5. The application will be reviewed by both the LTEC undergraduate and graduate advisors.
6. Once approved by the LTEC advisors, the student must apply to Toulouse Graduate School within the first semester of the senior year.
7. After completing at least 90 credit hours, the student can start taking the graduate courses to satisfy a portion of an Area of Emphasis (Support Courses) as part of the Professional Development component for the BAAS degree requirement. The accepted graduate courses for this Grad Track are LTEC 5420 – Web Authoring; LTEC 5260 – Computer Graphics for Mediated Communications; and LTEC 5111 – Introduction to Video Technology. If the student wants to take other graduate courses for the Grad Track credits, he/she needs to obtain approvals from both the LTEC undergraduate and graduate advisors. For these graduate courses to be counted toward requirements for the MS degree, the student should earn a B or above in the approved graduate courses.
8. The students admitted to the Grad Track option will be admitted into the MS program on a conditional basis. Once the student has satisfied all coursework for the BAAS degree and maintained a 3.0 or higher GPA on the specified graduate courses, he/she will be fully admitted to the MS program.
9. Undergraduate students who have been accepted to a Grad Track option should complete all of their bachelor's degree requirements and graduate within 12 months of the first day of the semester in which they start taking graduate courses, or enrollment in graduate level course work will be suspended.
10. The student must enroll in graduate school in the next long semester after finishing his/her BAAS degree and should take the remaining graduate courses in the following 12 months to complete his/her MS degree. If the student does not enroll in graduate school in the next long semester after finishing his/her BAAS degree, those graduate course credit hours taken as part of Grad Track will not be applied to the MS degree even if the student comes back for graduate school in the future.

Don't exist

4. Standards and Procedures for Monitoring and Assessing Undergraduate Student Progress to Undergraduate Degree Completion:

1. The student in the Grad Track program will be advised and monitored by both the LTEC undergraduate advisor (before completing the BAAS degree) and the LTEC graduate advisor (after completing the BAAS degree).
2. The student will be assigned a graduate advisor in the semester that the student begins taking graduate courses.
3. There will be an annual review of each student's academic progress in meeting both bachelor's and master's degree requirements. If student fails to meet degree requirements, the student will be placed on probation for one semester. If the student continues to fail to meet the degree requirements during the probation period, the student will be expelled from the Grad Track program. He/she will remain in the general ATPI BAAS degree program if he/she meets all general BAAS degree requirements.
4. An undergraduate student who has been accepted to a Grad Track option should complete all of his/her bachelor's degree requirements and graduate within 12 months of the first day of the semester in which he/she began taking graduate courses or enrollment in graduate level course work will be suspended.
5. The student must enroll in graduate school in the long semester upon completing his/her BAAS degree and should take the remaining graduate courses in the following 12 months to complete his/her MS degree. If the student does not enroll in graduate school in the long semester after finishing his/her BAAS degree, those graduate course credit hours will not be applied to the MS degree even if the student comes back for graduate school in the future.

5. Graduate Courses Being Placed in the Pathway and Associated Undergraduate Courses Being Replaced:

LTEC 5420 – Web Authoring replaces LTEC 3260 – Web Authoring
LTEC 5260 – Computer Graphics for Mediated Communications replaces LTEC 3220 – Computer Graphics in Education and Training (Emerging Technologies) or LTEC 3000/4000 Elective (Multi-Media & Gaming)
LTEC 5111 – Introduction to Video Technology replaces LTEC 4210 – Digital Multimedia in Education and Training

6. Full-Time Faculty Member(s) Designated to Provide Oversight:

Dr. Scott Warren, Associate Professor - Learning Technologies

7. Additional Information Concerning This Grad Track Proposal (Optional):

APPROVED:

MS Department Chair:	<u>Cathleen Neroni</u>	Date: <u>9/20/2015</u>
UG Department Chair:	<u>Cathleen Neroni</u>	Date: <u>9/20/2015</u>
College Curriculum Cmte Chair:	_____	Date: _____
Dean of College/School:	<u>[Signature]</u>	Date: <u>9/21/2015</u>
Dean of Graduate School:	_____	Date: _____
University Undergraduate Curriculum Cmte (UUC):	_____	Date: _____

XI-C-1

11/4/15

Prepared By: garcia
Phone: 2446

Undergraduate
 Graduate

REQUEST FOR
CHANGE IN
PROGRAM/ACADEMIC UNIT

College/School: AS Catalog Year Effective: 2017
Department: DANCE & THEATRE

Academic Program:

- Degree (Include major as part of name. Example: BS in Engineering Physics - BSEP)
- Major/Professional Field (Name of major separate from degree. Example: BS w/a major in Journalism)
- Concentration (Under major/professional field. Example: BS w/major in Journalism and concentration under major in Broadcast News)
- Option (Career track; leading to certification, license)
- Minor
- Academic Unit (Name of college/school/department/institute, etc.)
- Other _____ (CB approved certificate program. Example: Certificate in College of Music)

Name/Title (current):

Bachelor of Arts with a Major in Theatre and Concentration in Performance

Requirements (cut and paste from current Undergraduate or Graduate Catalog) Page number(s):

Theatre with a concentration in Performance, BA

Other Requirements

- a. Students majoring in theatre must maintain a cumulative grade point average of 2.5. In addition, students must make a C or better in all theatre courses comprising the major.
- b. Students majoring in theatre must enroll in a production course . . . approved by the department.
- c. Transfer work to be substituted . . . approved by the department advisor.
- d. The department does not allow . . . will be dismissed from the department.
- e. Students who miss the first day of class . . . the day of absence.
- f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

Will change increase total number of hours required for Degree? Yes No
 Will change increase total number of hours required for Major? Yes No
 If yes, hours will increase by _____ total number of hours.

Change Requested: (Check all that apply)	<input type="checkbox"/>	Title:	<input type="checkbox"/>	Hours:
	<input checked="" type="checkbox"/>	Requirements:	<input type="checkbox"/>	Other _____

CHANGE TO: (complete only those categories being changed)

Name/Title (new):

New Requirements

Theatre with a concentration in Performance, BA

Other Requirements

- a. To remain a theatre major and to graduate, students majoring in theatre must maintain a cumulative grade point average of 2.5 for all theatre courses.
- b. Students majoring in theatre must enroll in a production course . . . approved by the department.

- c. Transfer work to be substituted . . . approved by the department advisor.
- d. The department does not allow . . . will be dismissed from the department.
- e. Students who miss the first day of class . . . the day of absence.
- f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

Justification for change:

The department's requirement of students pursuing a BA in Theatre to maintain an overall minimum cumulative GPA of 2.5 was not in compliance with the university's stated minimum of an overall cumulative GPA of 2.0

Consultation with other colleges/schools/departments affected by change:

Department: _____ Contact: _____ Date: _____
 Department: _____ Contact: _____ Date: _____
 Department: _____ Contact: _____ Date: _____

APPROVED:

Department Chair: Louise Martin Date: 6-23-15
 College/School Curriculum Committee Chair: _____ Date: _____

Dean of College/School: J. Quaque Date: 10-20-15
10/19/15

University Curriculum Committee (VPAA): _____ Date: _____
 Graduate Council (Dean Graduate School): _____ Date: _____

- Undergraduate
 Graduate

XI-C-2
11/4/15

Prepared By: garcia
 Phone: 2446

REQUEST FOR
CHANGE IN
PROGRAM/ACADEMIC UNIT

College/School: AS Catalog Year Effective: 2017
 Department: DANCE & THEATRE

Academic Program:

- Degree (Include major as part of name. Example: BS in Engineering Physics - BSEP)
 Major/Professional Field (Name of major separate from degree. Example: BS w/a major in Journalism)
 Concentration (Under major/professional field. Example: BS w/major in Journalism and concentration under major in Broadcast News)
 Option (Career track; leading to certification, license)
 Minor
 Academic Unit (Name of college/school/department/institute, etc.)
 Other _____ (CB approved certificate program. Example: Certificate in College of Music)

Name/Title (current):

Bachelor of Arts with a Major in Theatre with a Concentration in Design/Tech

Requirements (cut and paste from current Undergraduate or Graduate Catalog) Page number(s):

Theatre with a concentration in Design/Tech, BA

Other Requirements

a. Students majoring in theatre must maintain a cumulative grade point average of 2.5. In addition, students must make a C or better in all theatre courses comprising the major.
 b. Students majoring in theatre must enroll in a production course . . . approved by the department.
 c. Transfer work to be substituted . . . approved by the department advisor.
 d. The department does not allow . . . will be dismissed from the department.
 e. Students who miss the first day of class . . . the day of absence.
 f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

Will change increase total number of hours required for Degree? Yes No
 Will change increase total number of hours required for Major? Yes No
 If yes, hours will increase by _____ total number of hours.

Change Requested: (Check all that apply)	<input type="checkbox"/>	Title:	<input type="checkbox"/>	Hours:
	<input checked="" type="checkbox"/>	Requirements:	<input type="checkbox"/>	Other _____

CHANGE TO: (complete only those categories being changed)

Name/Title (new):

New Requirements

Theatre with a concentration in Design/Tech, BA

Other Requirements

a. To remain a theatre major and to graduate, students majoring in theatre must maintain a cumulative grade point average of 2.5 for all theatre courses.
 b. Students majoring in theatre must enroll in a production course . . . approved by the department.

- c. Transfer work to be substituted . . . approved by the department advisor.
- d. The department does not allow . . . will be dismissed from the department.
- e. Students who miss the first day of class . . . the day of absence.
- f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

Justification for change:

The department's requirement of students pursuing a BA in Theatre to maintain an overall minimum cumulative GPA of 2.5 was not in compliance with the university's stated minimum of an overall cumulative GPA of 2.0

Consultation with other colleges/schools/departments affected by change:

Department: _____	Contact: _____	Date: _____
Department: _____	Contact: _____	Date: _____
Department: _____	Contact: _____	Date: _____

APPROVED:

Department Chair: Long Yan Date: 6-23-15

College/School Curriculum Committee Chair: _____ Date: 10-20-15

Dean of College/School: B. Schrade Date: 10/19/15

University Curriculum Committee (VPAA): _____ Date: _____

Graduate Council (Dean Graduate School): _____ Date: _____

- Undergraduate
 Graduate

XI-C-3
11/4/15

Prepared By: garcia
 Phone: 2446

REQUEST FOR
CHANGE IN
PROGRAM/ACADEMIC UNIT

College/School: AS Catalog Year Effective: 2017
 Department: DANCE & THEATRE

Academic Program:

- Degree (Include major as part of name. Example: BS in Engineering Physics - BSEP)
 Major/Professional Field (Name of major separate from degree. Example: BS w/a major in Journalism)
 Concentration (Under major/professional field. Example: BS w/major in Journalism and concentration under major in Broadcast News)
 Option (Career track; leading to certification, license)
 Minor
 Academic Unit (Name of college/school/department/institute, etc.)
 Other _____ (CB approved certificate program. Example: Certificate in College of Music)

Name/Title (current):

Bachelor of Arts with a Major in Theatre

Requirements (cut and paste from current Undergraduate or Graduate Catalog) Page number(s):

Theatre, BA

Other Requirements
 a. Students majoring in theatre must maintain a cumulative grade point average of 2.5. In addition, students must make a C or better in all theatre courses comprising the major.
 b. Students majoring in theatre must enroll in a production course . . . approved by the department.
 c. Transfer work to be substituted . . . approved by the department advisor.
 d. The department does not allow . . . will be dismissed from the department.
 e. Students who miss the first day of class . . . the day of absence.
 f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

Will change increase total number of hours required for Degree? Yes No
 Will change increase total number of hours required for Major? Yes No
 If yes, hours will increase by _____ total number of hours.

Change Requested: (Check all that apply)	<input type="checkbox"/>	Title:	<input type="checkbox"/>	Hours:
	<input checked="" type="checkbox"/>	Requirements:	<input type="checkbox"/>	Other _____

CHANGE TO: (complete only those categories being changed)

Name/Title (new):

New Requirements

Theatre, BA

Other Requirements
 a. To remain a theatre major and to graduate, students majoring in theatre must maintain a cumulative grade point average of 2.5 for all theatre courses.
 b. Students majoring in theatre must enroll in a production course . . . approved by the department.

- c. Transfer work to be substituted . . . approved by the department advisor.
- d. The department does not allow . . . will be dismissed from the department.
- e. Students who miss the first day of class . . . the day of absence.
- f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

Justification for change:

The department's requirement of students pursuing a BA in Theatre to maintain an overall minimum cumulative GPA of 2.5 was not in compliance with the university's stated minimum of an overall cumulative GPA of 2.0

Consultation with other colleges/schools/departments affected by change:

Department: _____ Contact: _____ Date: _____
 Department: _____ Contact: _____ Date: _____
 Department: _____ Contact: _____ Date: _____

APPROVED:

Department Chair: Louy Va Date: 6-23-15
 College/School Curriculum

Committee Chair: J. [Signature] Date: 10-20-15

Dean of College/School: B. [Signature] Date: _____

University Curriculum Committee (VPAA): _____ Date: _____

Graduate Council (Dean Graduate School): _____ Date: _____

XI-C-4

11/4/15

Prepared By: garcia
Phone: 2446

- Undergraduate
- Graduate

REQUEST FOR
CHANGE IN
PROGRAM/ACADEMIC UNIT

College/School: AS Catalog Year Effective: 2017
Department: DANCE & THEATRE

Academic Program:

- Degree (Include major as part of name. Example: BS in Engineering Physics - BSEP)
- Major/Professional Field (Name of major separate from degree. Example: BS w/a major in Journalism)
- Concentration (Under major/professional field. Example: BS w/major in Journalism and concentration under major in Broadcast News)
- Option (Career track; leading to certification, license)
- Minor
- Academic Unit (Name of college/school/department/institute, etc.)
- Other _____ (CB approved certificate program. Example: Certificate in College of Music)

Name/Title (current):

Bachelor of Fine Arts with a Major in Dance

Requirements (cut and paste from current Undergraduate or Graduate Catalog) Page number(s):

Dance, BFA

Other Requirements:

- a. Entrance auditions and applications are required for admission . . . requirements.
- b. Continuing dance majors enrolled in . . . through teacher recommendation.
- c. Transfer course work to be substituted . . . during the degree audit process.
- d. Students majoring in dance must maintain a minimum cumulative GPA of 2.5, make a B . . . comprising the major.
- e. Students who miss the first day of class . . . the day of absence.
- f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

At the end of the term/semester, students will be reviewed by the dance faculty to determine eligibility to continue in the BFA program.

- Will change increase total number of hours required for Degree? Yes No
- Will change increase total number of hours required for Major? Yes No
- If yes, hours will increase by _____ total number of hours.

Change Requested: <input type="checkbox"/>	Title: <input type="checkbox"/>	Hours: <input type="checkbox"/>
(Check all that apply) <input checked="" type="checkbox"/>	Requirements: <input type="checkbox"/>	Other: _____ <input type="checkbox"/>

CHANGE TO: (complete only those categories being changed)

Name/Title (new):

New Requirements

Dance, BFA

Other Requirements:

- a. Entrance auditions and applications are required for admission . . . requirements.

- b. Continuing dance majors enrolled in . . . through teacher recommendation.
- c. Transfer course work to be substituted . . . during the degree audit process.
- d. Students majoring in dance must maintain a minimum cumulative GPA of 2.5 in dance courses, make a B or better in dance technique ^{all} and at least a C in all other dance courses ^{courses} comprising the major.
- e. Students who miss the first day of class . . . the day of absence.
- f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

At the end of the term/semester, students will be reviewed by the dance faculty to determine eligibility to continue in the BFA program.

Justification for change:

The department's requirement of students pursuing a BFA in Dance to maintain an overall minimum cumulative GPA of 2.5 was not in compliance with the university's stated minimum of an overall cumulative GPA of 2.0

Consultation with other colleges/schools/departments affected by change:

Department: _____ Contact: _____ Date: _____
 Department: _____ Contact: _____ Date: _____
 Department: _____ Contact: _____ Date: _____

APPROVED:

Department Chair: *Louise Masci* Date: 6-23-15
 College/School Curriculum Committee Chair: _____ Date: 10-14-15

Dean of College/School: *B. Bernanke* Date: 10/19/15

University Curriculum Committee (VPAA): _____ Date: _____
 Graduate Council (Dean Graduate School): _____ Date: _____

XI-C-5

11/4/15

Prepared By: garcia
Phone: 2446

Undergraduate
 Graduate

REQUEST FOR
CHANGE IN
PROGRAM/ACADEMIC UNIT

College/School: AS Catalog Year Effective: 2017
Department: DANCE & THEATRE

Academic Program:

- Degree (Include major as part of name. Example: BS in Engineering Physics - BSEP)
- Major/Professional Field (Name of major separate from degree. Example: BS w/a major in Journalism)
- Concentration (Under major/professional field. Example: BS w/major in Journalism and concentration under major in Broadcast News)
- Option (Career track; leading to certification, license)
- Minor
- Academic Unit (Name of college/school/department/institute, etc.)
- Other _____ (CB approved certificate program. Example: Certificate in College of Music)

Name/Title (current):

Bachelor of Arts with a Major in Dance

Requirements (cut and paste from current Undergraduate or Graduate Catalog) Page number(s):

Dance, BA

Other Requirements:

- a. Entrance auditions and applications are required for admission . . . requirements.
- b. Continuing dance majors enrolled in . . . through teacher recommendation.
- c. Transfer course work to be substituted . . . during the degree audit process.
- d. Students majoring in dance must maintain a minimum cumulative GPA of 2.5, make a B . . . comprising the major.
- e. Students who miss the first day of class . . . the day of absence.
- f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

Will change increase total number of hours required for Degree? Yes No
 Will change increase total number of hours required for Major? Yes No
 If yes, hours will increase by _____ total number of hours.

Change Requested: (Check all that apply)	<input type="checkbox"/> Title:	<input type="checkbox"/> Hours:
	<input checked="" type="checkbox"/> Requirements:	<input type="checkbox"/> Other _____

CHANGE TO: (complete only those categories being changed)

Name/Title (new):

New Requirements

Dance, BA

Other Requirements:

- a. Entrance auditions and applications are required for admission . . . requirements.
- b. Continuing dance majors enrolled in . . . through teacher recommendation.
- c. Transfer course work to be substituted . . . during the degree audit process.
- d. Students majoring in dance must maintain a minimum cumulative GPA of 2.5 in dance courses, make a B or better

^{all} ^{courses}

in dance technique, and at least a C in all other dance courses comprising the major.
e. Students who miss the first day of class . . . the day of absence.
f. Students must observe prerequisites for each dance course . . . listed with individual course descriptions.

Justification for change:

The department's requirement of students pursuing a BA in Dance to maintain an overall minimum cumulative GPA of 2.5 was not in compliance with the university's stated minimum of an overall cumulative GPA of 2.0

Consultation with other colleges/schools/departments affected by change:

Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____

APPROVED:

Department Chair: *Lroy Mai* Date: 6-23-15
College/School Curriculum

Committee Chair: _____ Date: 10-14-15

Dean of College/School: *[Signature]* Date: 10/19/15

University Curriculum
Committee (VPAA): _____ Date: _____

Graduate Council
(Dean Graduate School): _____ Date: _____

- Undergraduate
 Graduate

XI-C-6
11/4/15

Prepared By: Desiree Robison
 Phone: 565.3042

REQUEST FOR
CHANGE IN
PROGRAM/ACADEMIC UNIT

College/School: College of Business Catalog Year Effective: 2017-2018
 Department: Interdepartmental

Academic Program:

- Degree (Include major as part of name. Example: BS in Engineering Physics - BSEP)
 Major/Professional Field (Name of major separate from degree. Example: BS w/a major in Journalism)
 Concentration (Under major/professional field. Example: BS w/major in Journalism and concentration under major in Broadcast News)
 Option (Career track; leading to certification, license)
 Minor
 Academic Unit (Name of college/school/department/institute, etc.)
 Other _____ (CB approved certificate program. Example: Certificate in College of Music)

Name/Title (current):

College of Business Academic Standards

Requirements (cut and paste from current Undergraduate or Graduate Catalog) Page number(s):

College of Business academic standards
 1. Students must complete the tiered academic progression plan as outlined above.
 2. A grade of C or above must be earned in each business foundation course and each professional field or supporting field course completed in residence or transferred to UNT.
 3 Degree Progress and Major Dismissal
 Students who have been accepted to a business degree program must maintain satisfactory progress. Declared business majors are subject to dismissal from a business degree program and may not be permitted to enroll for additional courses in that major if they receive any combination of grades of D or F in two attempts of the same course in the professional field and supporting courses in their degree plan.
 4. Academic requirements for graduation with a BBA or BS from the College of Business include:
 o a minimum of 2.7 GPA in the professional and supporting field courses
 o a minimum of 2.0 UNT cumulative GPA (all courses completed at UNT)
 o a minimum 2.0 overall GPA (combined UNT and transfer GPA)
 5. Individual departments may have higher graduation and/or entrance standards (see departmental sections of catalog).

Will change increase total number of hours required for Degree? Yes No

Will change increase total number of hours required for Major? Yes No

If yes, hours will increase by _____ total number of hours.

Change Requested: (Check all that apply)	<input type="checkbox"/> Title:	<input type="checkbox"/> Hours:
	<input type="checkbox"/> Requirements:	<input checked="" type="checkbox"/> Other _____

CHANGE TO: (complete only those categories being changed)

Name/Title (new):

College of Business Academic Standards

New Requirements (cut and paste from current Undergraduate or Graduate Catalog) Page number(s):

College of Business academic standards

1. Students must complete the tiered academic progression plan as outlined above.
2. A grade of C or above must be earned in each business foundation course and each professional field or supporting field course completed in residence or transferred to UNT.
- 3 Degree Progress and Major Dismissal
Students who have been accepted to a business degree program must maintain satisfactory progress. Declared business majors are subject to dismissal from a business degree program and may not be permitted to enroll for additional courses in that major if they receive any combination of grades of D or F in two attempts of the same course in the professional field and supporting courses in their degree plan.
4. Academic requirements for graduation with a BBA or BS from the College of Business include:
 - o a minimum of 2.0 UNT cumulative GPA (all courses completed at UNT)
 - o a minimum 2.0 overall GPA (combined UNT and transfer GPA)
5. Individual departments may have higher graduation and/or entrance standards (see departmental sections of catalog).

Justification for change:

The change below will create a College of Business minimum professional and supporting field requirement of 2.0, in line with other exit gpa requirements. The change will also allow for each department to have higher graduation gpa requirements in the professional and supporting fields.

Consultation with other colleges/schools/departments affected by change:

Department: _____	Contact: _____	Date: _____
Department: _____	Contact: _____	Date: _____
Department: _____	Contact: _____	Date: _____

APPROVED:

Department Chair: _____ Date: _____

College/School Curriculum
Committee Chair:  _____ Date: 10-6-15

Dean of College/School:  _____ Date: 10-13-15

University Curriculum
Committee (VPAA): _____ Date: _____

Graduate Council
(Dean Graduate School): _____ Date: _____

UNT
RECEIVED

XI-D-1

11/4/15

- Undergraduate
- Graduate

OCT 26 2015

KK

Prepared By: Linda Holloway
 Phone: 3629

OFFICE OF REGISTRAR REQUEST FOR
CHANGE IN EXISTING COURSE
 (NOT in the Core Curriculum)

College/School: PACS Catalog Year Effective: 2016
 Department: Disability and Addiction Rehabilitation

Subject Prefix: RHAB Course Number: 4375 Semester Credit Hours: 3
 Hours Per Week: _____ Lecture _____
 _____ Lab _____
 _____ Recitation _____
 _____ Other _____

Title (current): Addiction Counseling and Groups
 Short Course Title (current): _____

Topics Course? Yes No Repeated for credit as topics vary? Yes No Maximum total # of hours allowed: _____

Catalog Description (current):

Principles and practice for the most common form of addictions treatment offered today. Explores methods of dealing with substance abuse issues in a group and offers opportunities to apply skills in class setting.

Prerequisite(s) (current):

RHAB 4175

Change Requested: (Check all that apply)	Course Title:	<input type="checkbox"/>	Description:	<input checked="" type="checkbox"/>
	Short Course Title:	<input type="checkbox"/>	Prerequisite:	<input type="checkbox"/>
	Prefix:	<input type="checkbox"/>	Semester Credit Hours:	<input type="checkbox"/>
	Course Number:	<input type="checkbox"/>	Contact Hours:	<input type="checkbox"/>
	Add Cross-Listing:	<input type="checkbox"/>	Delete Cross-Listing:	<input type="checkbox"/>

CHANGE TO: (complete only those categories being changed)

Subject Prefix: _____ Course Number: _____ Semester Credit Hours: _____
 Hours Per Week: _____ Lecture _____
 _____ Lab _____
 _____ Recitation _____
 _____ Other _____

Title (new): _____

Short Course Title (new): _____
 (maximum 22 characters including spaces)

Catalog Description (new):

Principles and practice for the most common form of addictions treatment offered today. Explores methods of dealing with substance use disorder issues in a group and offers opportunities to apply skills in class setting.

Prerequisite(s) (new):

If course is cross-listed, indicate below:

Department: _____ Subject Prefix/Course Number: _____
 Department: _____ Subject Prefix/Course Number: _____

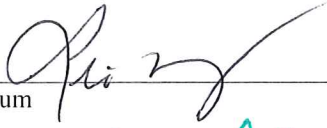
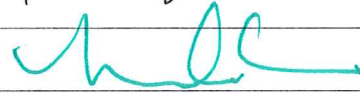
Justification for change:

Changes the description from substance abuse to substance use to reflect current terminology used in the Diagnostic and Statistical Manual of Mental Disorder (DSM) -5 (2015).

Consultation with other departments affected by proposed change(s):

Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____
Department: _____ Contact: _____ Date: _____

APPROVED:

Department Chair  _____ Date: 10/26/15
College/School Curriculum
Committee Chair: _____ Date: _____
Dean of College/School:  _____ Date: 10/26/15

University Curriculum
Committee (VPAA): _____ Date: _____
Graduate Council
(Dean Graduate School): _____ Date: _____