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OFFICE OF THE
SENATE COUNCIL

1. General Information

1a. Submitted by the College of: FINE ARTS

Date Submitted: 4/22/2013

1b. Department/Division: School of Art and Visual Studies

1c. Contact Person

Name: Robert Dickes

Email: robertdickes@uky.edu

Phone: 257-2727

Responsible Faculty ID (if different from Contact)

Name:

Email:

Phone:

1d. Requested Effective Date: Semester following approval

1e. Should this course be a UK Core Course? Yes

Inquiry - Arts & Creativity

2. Designation and Description of Proposed Course

2a. Will this course also be offered through Distance Learning?: Yes⁴

2b. Prefix and Number: A-S 280DL

2c. Full Title: Introduction to Photographic Literacy

2d. Transcript Title: Introduction to Photographic Literacy

2e. Cross-listing:

2f. Meeting Patterns

LECTURE: 1

STUDIO: 4

2g. Grading System: Letter (A, B, C, etc.)

2h. Number of credit hours: 3

2i. Is this course repeatable for additional credit? No

If Yes: Maximum number of credit hours:

If Yes: Will this course allow multiple registrations during the same semester?

2j. Course Description for Bulletin: Students are introduced to photography, through both the study of its history and the practice of making photographs. The historical portion will focus on both photographic literacy and aesthetics. The practice will take students through various styles, genres and technical aspects of the medium.

2k. Prerequisites, if any: None

2l. Supplementary Teaching Component:

3. Will this course taught off campus? No

If YES, enter the off campus address:

4. Frequency of Course Offering: Summer,

Will the course be offered every year?: Yes

If No, explain:

5. Are facilities and personnel necessary for the proposed new course available?: Yes

If No, explain:

6. What enrollment (per section per semester) may reasonably be expected?: 25

7. Anticipated Student Demand

Will this course serve students primarily within the degree program?: No

Will it be of interest to a significant number of students outside the degree pgm?: Yes

If Yes, explain: [var7InterestExplain]

8. Check the category most applicable to this course: Not Yet Found in Many (or Any) Other Universities ,

If No, explain:

9. Course Relationship to Program(s).

a. Is this course part of a proposed new program?: No

If YES, name the proposed new program:

b. Will this course be a new requirement for ANY program?: No

If YES, list affected programs:

10. Information to be Placed on Syllabus.

a. Is the course 400G or 500?: No

b. The syllabus, including course description, student learning outcomes, and grading policies (and 400G-/500-level grading differentiation if applicable, from 10.a above) are attached: Yes

Distance Learning Form

Instructor Name: Robert Dickes

Instructor Email: robertdickes@uky.edu

Internet/Web-based: Yes

Interactive Video: No

Hybrid: No

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations? This course will be taught via Blackboard and Shutterfly. Blackboard will be the main platform for students to interact via Discussion Boards, Videos, and Written resources. Students will communicate with the instructor either through the Blackboard system or in live session via Adobe Connect. Students will work through synchronous and asynchronous lectures, assignments, discussion boards and more throughout the semester. All technical needs and communication is covered within the syllabus under the guidelines of Distant Learning.

2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc. Students are given the same opportunities and materials as if they were working in a traditional classroom. We will have assigned readings for the class and lectures will be built as enhanced pod cast videos. We will have synchronous classroom discussions via Adobe Connect and asynchronous discussions through the Blackboard discussions board. Students will be required to complete their own research which can be done via internet, libraries, and distance learning library. Finally students will be assessed via quizzes on the Blackboard system and assignments (written and visual) turned in through Blackboard and Shutterfly.

3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc. The class integrity is similar to any other course. The base of the class environment is protected via the Blackboard system. Assignments have a personal nature and can not simply be copied from other sources. Students turn in work via the Blackboard system either for discussion in the discussion boards or privately through the assignments with visual content shared through a Shutterfly class site. All quizzes will be given on the Blackboard system with rotating questions which prevent students from working together.

4. Will offering this course via DL result in at least 25% or at least 50% (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above? No

If yes, which percentage, and which program(s)? N/A

5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting? Students will have access to the instructor for live office hours via Skype by set hours or appointment. Library service are handled through the Distance Learning Library should a student need library services. All other needed services should be available via internet.

6. How do course requirements ensure that students make appropriate use of learning resources? Students are guided through information or resources sections each week, then they are on their own to produce images that pertain to the current topic and share those with students via Shutterfly and Blackboard. Students are also encouraged to do research online as well as through library resources both on campus and distance learning libraries.

7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program. No access is needed for this class other than internet access.

8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Information Technology Customer Service Center (<http://www.uky.edu/UKIT/>)? Technical issues are discussed in the syllabus as well as on Blackboard. Students may contact instructor or help desk concerning any technical difficulties. Students have the option of communicating via phone, email or Skype.

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)? YES

If no, explain how student enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology. N/A

10. Does the syllabus contain all the required components? YES

11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name: Robert Dickes

SIGNATURE|RJENS1|Robert W Jensen|Dept approval for ZCOURSE_NEW A-S 280DL|20130103

SIGNATURE|GMASC1|Geraldine Maschio|College approval for ZCOURSE_NEW A-S 280DL|20130103

SIGNATURE|WF-BATCH|Batch User|Subworkflow for GenEd Expert review|20130128

SIGNATURE|NCJONE0|Nancy C Jones|UKCEC Expert review ZCOURSE_NEW A-S 280DL|20130128

SIGNATURE|RJENS1|Robert W Jensen|Dept approval for ZCOURSE_NEW A-S 280DL|20130127

SIGNATURE|GMASC1|Geraldine Maschio|College approval for ZCOURSE_NEW A-S 280DL|20130128

SIGNATURE|WF-BATCH|Batch User|Subworkflow for GenEd Expert review|20130128

SIGNATURE|NCJONE0|Nancy C Jones|UKCEC Expert review ZCOURSE_NEW A-S 280DL|20130128

SIGNATURE|RJENS1|Robert W Jensen|Dept approval for ZCOURSE_NEW A-S 280DL|20130225

SIGNATURE|GMASC1|Geraldine Maschio|College approval for ZCOURSE_NEW A-S 280DL|20130225

SIGNATURE|WF-BATCH|Batch User|Subworkflow for GenEd Expert review|20130225

SIGNATURE|NCJONE0|Nancy C Jones|UKCEC Expert review ZCOURSE_NEW A-S 280DL|20130225

SIGNATURE|JMETT2|Joanie Eit-Mims|UKCore approval for ZCOURSE_NEW A-S 280DL|20130326

SIGNATURE|JMETT2|Joanie Eit-Mims|Undergrad Council approval for ZCOURSE_NEW A-S 280DL|20130416

Courses	Request Tracking
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New Course Form

https://myuk.uky.edu/sap/bc/soap/rfc?services=

Open in full window to print or save

Generate F

Attachments:

Upload File

	ID	Attachment
Delete	826	280 Online Syllabus.pdf

First 1 Last

Select saved project to retrieve...

Get New

(*denotes required fields)

1. General Information

- a. * Submitted by the College of: FINE ARTS Today's Date: 4/22/2013
- b. * Department/Division: School of Art and Visual Studies
- c.
 - * Contact Person Name: Robert Dickes Email: robertdickes@uky.edu Phone: 257-2727
 - * Responsible Faculty ID (if different from Contact): Email: Phone:
- d. * Requested Effective Date: Semester following approval OR Specific Term/Year ¹
- e. Should this course be a UK Core Course? Yes No

If YES, check the areas that apply:

- Inquiry - Arts & Creativity Composition & Communications - II
- Inquiry - Humanities Quantitative Foundations
- Inquiry - Nat/Math/Phys Sci Statistical Inferential Reasoning
- Inquiry - Social Sciences U.S. Citizenship, Community, Diversity
- Composition & Communications - I Global Dynamics

2. Designation and Description of Proposed Course.

- a. * Will this course also be offered through Distance Learning? Yes ⁴ No
- b. * Prefix and Number: A-S 280DL
- c. * Full Title: Introduction to Photographic Literacy
- d. Transcript Title (if full title is more than 40 characters): Introduction to Photographic Literacy
- e. To be Cross-Listed ² with (Prefix and Number):
- f. * Courses must be described by at least one of the meeting patterns below. Include number of actual contact hours³ for each meeting pattern type.

1 Lecture	Laboratory ¹	Recitation	Discussion
Indep. Study	Clinical	Colloquium	Practicum
Research	Residency	Seminar	4 Studio
Other	If Other, Please explain:		
- g. * Identify a grading system: Letter (A, B, C, etc.) Pass/Fall
- h. * Number of credits: 3
- i. * Is this course repeatable for additional credit? Yes No
 If YES: Maximum number of credit hours:
 If YES: Will this course allow multiple registrations during the same semester? Yes No

j. * Course Description for Bulletin:

Students are introduced to photography, through both the study of its history and the practice of making photographs. The historical portion will focus on both photographic literacy and aesthetics. The practice will take students through various styles, genres and technical aspects of the medium.

k. Prerequisites, if any:

None

l. Supplementary teaching component, if any: Community-Based Experience Service Learning Both

3. * Will this course be taught off campus? Yes No

If YES, enter the off campus address:

4. Frequency of Course Offering.

a. * Course will be offered (check all that apply): Fall Spring Summer Winter

b. * Will the course be offered every year? Yes No

If No, explain:

5. * Are facilities and personnel necessary for the proposed new course available? Yes No

If No, explain:

6. * What enrollment (per section per semester) may reasonably be expected? 25

7. Anticipated Student Demand.

a. * Will this course serve students primarily within the degree program? Yes No

b. * Will it be of interest to a significant number of students outside the degree pgm? Yes No

If YES, explain:

Since this is part of the new UK Core, students from every academic unit including those looking to transfer into the University of Kentucky will need a class from the Arts & Creativity area.

8. * Check the category most applicable to this course:

Traditional - Offered in Corresponding Departments at Universities Elsewhere

Relatively New - Now Being Widely Established

Not Yet Found in Many (or Any) Other Universities

9. Course Relationship to Program(s).

a. * Is this course part of a proposed new program? Yes No

If YES, name the proposed new program:

b. * Will this course be a new requirement² for ANY program? Yes No

If YES², list affected programs::

10. Information to be Placed on Syllabus.

a. * Is the course 400G or 500? Yes No

If YES, the differentiation for undergraduate and graduate students must be included in the information required in 10.b. You must include: (i) Identification of add assignments by the graduate students; and/or (ii) establishment of different grading criteria in the course for graduate students. (See SR 3.1.4.)

b. * The syllabus, including course description, student learning outcomes, and grading policies (and 400G-/500-level grading differentiation if applicable, from 10 attached.

Distance Learning Form

This form must accompany every submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for DL fields are required!

Introduction/Definition: For the purposes of the Commission on Colleges Southern Association of Colleges and Schools accreditation review, *distance learning* is defined as a fo educational process in which the majority of the instruction (Interaction between students and instructors and among students) in a course occurs when students and instructors the same place. Instruction may be synchronous or asynchronous. A distance learning (DL) course may employ correspondence study, or audio, video, or computer technologies

A number of specific requirements are listed for DL courses. **The department proposing the change in delivery method is responsible for ensuring that the requirements are satisfied at the individual course level.** It is the responsibility of the instructor to have read and understood the university-level assurances regarding an equivalent experience students utilizing DL (available at <http://www.uky.edu/USC/New/forms.htm>).

Course Number and Prefix:	A-S 280	Date:	9/13/2012
Instructor Name:	Robert Dickes	Instructor Email:	robertdickes@uky.edu
Check the method below that best reflects how the majority of the course content will be delivered.			
Internet/Web-based <input checked="" type="checkbox"/>		Interactive Video <input type="checkbox"/>	Hybrid <input type="checkbox"/>

Curriculum and Instruction

1. How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University S- Syllabus Guidelines, specifically the Distance Learning Considerations?

This course will be taught via Blackboard and Shutterfly. Blackboard all be the main platform for students to interact via Discussion Boards, Videos, and Written resources. Students will communicate with the instructor either

2. How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, at student learning outcomes, etc.

Students are given the same opportunities and materials as if they were working in a traditional classroom. We will have an assigned readings for the class and lectures will be built as enhanced pod cast videos. We will have

3. How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic policy; etc.

The class integrity is similar to any other course. The base of the class environment is protected via the Blackboard system. Assignments have a personal nature and can not simple be copied from other sources. Students

4. Will offering this course via DL result in at least 25% or at least 50%* (based on total credit hours required for completion) of a degree program being offered via any for defined above?

No

If yes, which percentage, and which program(s)?

N/A

*As a general rule, if approval of a course for DL delivery results in 50% or more of a program being delivered through DL, the effective date of the course's DL delivery is months from the date of approval.

5. How are students taking the course via DL assured of equivalent access to student services, similar to that of a student taking the class in a traditional classroom setting?

Students will have access to the instructor for live office hours via Skype by set hours or appointment. Library service are handled through the Distacne Learning Library should a student need library services. All other needed

Library and Learning Resources

6. How do course requirements ensure that students make appropriate use of learning resources?

Students are guided through information or resources sections each week, then they are are on there own to produce images that pertain to the current topic and share those with students via Shutterfly and Blackboard. Students are

7. Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.

No access is need for this class other then internet access.

Student Services

8. How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or re course, such as the Information Technology Customer Service Center (<http://www.uky.edu/UKIT/>)?

Technical issues are discussed in the syllabus as well as on Blackboard. Students may contact instructor or help desk concerning any technical difficulties. Students have the option of communicating via phone, email or Skype.

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)?

Yes

No

If no, explain how students enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technol
N/A

10. Does the syllabus contain all the required components, below? Yes

- Instructor's *virtual* office hours, if any.
- The technological requirements for the course.
- Contact information for Distance Learning programs (<http://www.uky.edu/DistanceLearning/>) and Information Technology Customer Service Center (<http://www.uky.edu/UKIT/Help/>; 859-218-HELP).
- Procedure for resolving technical complaints.
- Preferred method for reaching instructor, e.g. email, phone, text message.
- Maximum timeframe for responding to student communications.
- Language pertaining academic accommodations:

■ "If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation which recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or jkarnes@email.uky.edu."

- Specific dates of face-to-face or synchronous class meetings, if any.
- Information on Distance Learning Library Services (<http://www.uky.edu/Libraries/DLIS>)
 - Carla Cantagallo, DL Librarian
 - Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)
 - Email: dllservice@email.uky.edu
 - DL Interlibrary Loan Service: http://www.uky.edu/Libraries/libpage.php?lweb_id=253&lib_id=16

11. I, the instructor of record, have read and understood all of the university-level statements regarding DL.

Instructor Name: Robert Dickes

Abbreviations: DLP = Distance Learning Programs ATG = Academic Technology Group Customer Service Center = 859-218-HELP (<http://www.uky.edu/UKIT/Help>)

Revised: 1/2/09

- ⁽¹⁾ Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.
- ⁽²⁾ The chair of the cross-listing department must sign off on the Signature Routing Log.
- ⁽³⁾ In general, undergraduate courses are developed on the principle that one semester hour of credit represents one hour of classroom meeting per week for a semester, exclusive of any laboratory meeting. A meeting, generally, represents at least two hours per week for a semester for one credit hour. (from SR 5.2.1)
- ⁽⁴⁾ You must also submit the Distance Learning Form in order for the proposed course to be considered for DL delivery.
- ⁽⁵⁾ In order to change a program, a program change form must also be submitted.

Rev 8/09

Submit as New Proposal Save Current Changes Delete Form Data and Attachments