

RECEIVED

AUG 25 2014

OFFICE OF THE
SENATE COUNCIL**Course Information**

Date Submitted: 8/20/2014

Current Prefix and Number: COM - Communication , COM 252 INTRO INTERPERSONAL COM (GWR)

Other Course:

Proposed Prefix and Number: COM 252

What type of change is being proposed?

Major Change

Should this course be a UK Core Course? No

1. General Information

a. Submitted by the College of: COMMUNICATION AND INFORMATION

b. Department/Division: Communication

c. Is there a change in 'ownership' of the course? No

If YES, what college/department will offer the course instead: Select...

e. Contact Person

Name: Don Helme

Email: don.helme@uky.edu

Phone: 7-8886

Responsible Faculty ID (if different from Contact)

Name:

Email:

Phone:

f. Requested Effective Date

Semester Following Approval: Yes OR Effective Semester:

2. Designation and Description of Proposed Course

a. Current Distance Learning (DL) Status: Already approved for DL*

b. Full Title: INTRODUCTION TO INTERPERSONAL COMMUNICATION (GWR)

Proposed Title: INTRODUCTION TO INTERPERSONAL COMMUNICATION

c. Current Transcript Title: INTRO INTERPERSONAL COM (GWR)

Proposed Transcript Title: INTRO INTERPERSONAL COM (

d. Current Cross-listing: none

Proposed – ADD Cross-listing :

Proposed – REMOVE Cross-listing:

e. Current Meeting Patterns

LECTURE: 3

Proposed Meeting Patterns

LECTURE: 3

f. Current Grading System: ABC Letter Grade Scale

Proposed Grading System: *Letter (A, B, C, etc.)*

g. Current number of credit hours: 3

Proposed number of credit hours: 3

h. Currently, is this course repeatable for additional credit? No

Proposed to be repeatable for additional credit? No

If Yes: Maximum number of credit hours:

If Yes: Will this course allow multiple registrations during the same semester? No

2i. Current Course Description for Bulletin: This course examines basic verbal and nonverbal concepts affecting the communication process between individuals in various interpersonal contexts. Course also requires participation in written, oral, and visual communication activities designed to develop and improve interpersonal skills. Topics may include: perspective-taking, relationship and conversation management, effective listening, conflict management, communication climate, communication anxiety, and cultural/gender differences in interpersonal communication.

Proposed Course Description for Bulletin: This course examines basic verbal and nonverbal concepts affecting the communication process between individuals in various interpersonal contexts. Course also requires participation in written, oral, and visual communication activities designed to develop and improve interpersonal skills. Topics may include: perspective-taking, relationship and conversation management, effective listening, conflict management, communication climate, communication anxiety, and cultural/gender differences in interpersonal communication.

2j. Current Prerequisites, if any:

Proposed Prerequisites, if any:

2k. Current Supplementary Teaching Component:

Proposed Supplementary Teaching Component: No Change

3. Currently, is this course taught off campus? No

Proposed to be taught off campus? No

If YES, enter the off campus address:

4. Are significant changes in content/student learning outcomes of the course being proposed? No

If YES, explain and offer brief rationale: Remove the GWR designation for this course to alleviate problems reported by the registrar with students transferring to UK and receiving 252 transfer credit for courses completed at other Universities. This is a problem because transfer students cannot be allowed to count the COM 252 equivalent courses they are transferring in from another school for both the USP oral com credit (which is lower level general education) and the W (which is upper level graduation writing requirement). This will not impact students currently taking COM 252. COM 252 is already approved for GCCR beginning Fall 2014 so this change will only impact transfer students. *See attached emails from Deanna Sellnow, Assistant Provost for Undergraduate Education and Ben Withers, Provost for Undergraduate Education, requesting the change.

5a. Are there other depts. and/or pgms that could be affected by the proposed change? No

If YES, identify the depts. and/or pgms:

5b. Will modifying this course result in a new requirement of ANY program? No

If YES, list the program(s) here:

6. Check box if changed to 400G or 500: No

Distance Learning Form

Instructor Name:

Instructor Email:

Internet/Web-based: No

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?

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.

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.

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?

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

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?

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

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

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/>)?

9. Will the course be delivered via services available through the Distance Learning Program (DLP) and the Academic Technology Group (ATL)? NO

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.

10. Does the syllabus contain all the required components? NO

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

Instructor Name:

SIGNATURE|ELCOHE2|Elisia Cohen|COM 252 CHANGE Dept Review (MINOR CHANGE)|20140425

SIGNATURE|CEMONA2|E C Monaghan|COM 252 CHANGE College Review (MINOR CHANGE)|20140813

SIGNATURE|ELCOHE2|Elisia Cohen|COM 252 CHANGE Approval Returned to Dept (MINOR CHANGE)|20140820

SIGNATURE|JEL224|Janie S Ellis|COM 252 CHANGE Senate Council Review (MINOR CHANGE)|20140820

SIGNATURE|CEMONA2|E C Monaghan|COM 252 CHANGE College Review|20140820

SIGNATURE|ELCOHE2|Elisia Cohen|COM 252 CHANGE Dept Review|20140820

Courses	Request Tracking
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Course Change Form

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

Open in full window to print or save

Attachments:

Browse... No file selected.

ID	Attachment
Delete 3413	COM 252_removeGWRdocumentation.pdf

First | 1 | Last

Select saved project to retrieve...

NOTE: Start form entry by choosing the Current Prefix and Number (*denotes required fields)

Current Prefix and Number:	COM - Communication COM 252 INTRO INTERPERSONAL COM (GWR)	Proposed Prefix & Number: (example: PHY 401G) <input type="checkbox"/> Check if same as current	COM 252
* What type of change is being proposed?		<input checked="" type="checkbox"/> Major Change <input type="checkbox"/> Major - Add Distance Learning <input type="checkbox"/> Minor - change in number within the same hundred series, exception 600-799 is the same "hundred series" <input type="checkbox"/> Minor - editorial change in course title or description which does not imply change in content or emphasis <input type="checkbox"/> Minor - a change in prerequisite(s) which does not imply a change in course content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s) <input type="checkbox"/> Minor - a cross listing of a course as described above	
Should this course be a UK Core Course? <input type="radio"/> Yes <input checked="" type="radio"/> No			
If YES, check the areas that apply:			
<input type="checkbox"/> Inquiry - Arts & Creativity <input type="checkbox"/> Composition & Communications - II <input type="checkbox"/> Inquiry - Humanities <input type="checkbox"/> Quantitative Foundations <input type="checkbox"/> Inquiry - Nat/Math/Phys Sci <input type="checkbox"/> Statistical Inferential Reasoning <input type="checkbox"/> Inquiry - Social Sciences <input type="checkbox"/> U.S. Citizenship, Community, Diversity <input type="checkbox"/> Composition & Communications - I <input type="checkbox"/> Global Dynamics			
1. General Information			
a. Submitted by the College of:		COMMUNICATION AND INFORMATION	
b. Department/Division:		Communication	
c.* Is there a change in "ownership" of the course?			
<input checked="" type="radio"/> Yes <input type="radio"/> No If YES, what college/department will offer the course instead? Select...			
e.* Contact Person Name:		Don Helme Email: don.helme@uky.edu Phone: 7-8886	
* Responsible Faculty ID (if different from Contact)		Email: Phone:	
f.* Requested Effective Date:		<input checked="" type="checkbox"/> Semester Following Approval OR <input type="checkbox"/> Specific Term ²	
2. Designation and Description of Proposed Course.			
a. Current Distance Learning(DL) Status:		<input type="radio"/> N/A <input checked="" type="radio"/> Already approved for DL* <input type="radio"/> Please Add <input type="radio"/> Please Drop	
*If already approved for DL, the Distance Learning Form must also be submitted <u>unless</u> the department affirms (by checking this box) that the proposed changes do not affect DL delivery.			
b. Full Title:		INTRODUCTION TO INTERPERSONAL COMMUNICATION (GWR)	Proposed Title: * INTRODUCTION TO INTERPERSONAL COMMUNICATION
c. Current Transcript Title (if full title is more than 40 characters):		INTRO INTERPERSONAL COM (GWR)	
c. Proposed Transcript Title (if full title is more than 40 characters):		INTRO INTERPERSONAL COM (

d.	Current Cross-listing:	<input type="checkbox"/> N/A	OR	Currently ³ Cross-listed with (Prefix & Number):	none
	Proposed – ADD ³ Cross-listing (Prefix & Number):				
	Proposed – REMOVE ^{3,4} Cross-listing (Prefix & Number):				
e.	Courses must be described by <u>at least one</u> of the meeting patterns below. Include number of actual contact hours ⁵ for each meeting pattern type.				
Current:	Lecture 3	Laboratory ⁵	Recitation	Discussion	Indep. Study
	Clinical	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other Please explain:		
Proposed: *	Lecture 3	Laboratory ⁵	Recitation	Discussion	Indep. Study
	Clinical	Colloquium	Practicum	Research	Residency
	Seminar	Studio	Other Please explain:		
f.	Current Grading System:	ABC Letter Grade Scale			
	Proposed Grading System:*	<input type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail <input type="checkbox"/> Medicine Numeric Grade (Non-medical students will receive a letter grade) <input type="checkbox"/> Graduate School Grade Scale			
g.	Current number of credit hours:	3	Proposed number of credit hours:*	3	
h.*	Currently, is this course repeatable for additional credit?				<input type="checkbox"/> Yes * No
*	Proposed to be repeatable for additional credit?				<input type="checkbox"/> Yes * No
	If YES:	Maximum number of credit hours:			
	If YES:	Will this course allow multiple registrations during the same semester?			<input type="checkbox"/> Yes * No
i.	Current Course Description for Bulletin:				
	This course examines basic verbal and nonverbal concepts affecting the communication process between individuals in various interpersonal contexts. Course also requires participation in written, oral, and visual communication activities designed to develop and improve interpersonal skills. Topics may include: perspective-taking, relationship and conversation management, effective listening, conflict management, communication climate, communication anxiety, and cultural/gender differences in interpersonal communication.				
*	Proposed Course Description for Bulletin:				
	This course examines basic verbal and nonverbal concepts affecting the communication process between individuals in various interpersonal contexts. Course also requires participation in written, oral, and visual communication activities designed to develop and improve interpersonal skills. Topics may include: perspective-taking, relationship and conversation management, effective listening, conflict management, communication climate, communication anxiety, and cultural/gender differences in interpersonal communication.				
j.	Current Prerequisites, if any:				
*	Proposed Prerequisites, if any:				
k.	Current Supplementary Teaching Component, if any:			<input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning <input type="checkbox"/> Both	
	Proposed Supplementary Teaching Component:			<input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning	

		<input type="radio"/> Both <input type="radio"/> No Change
3.	Currently, is this course taught off campus?	<input type="radio"/> Yes <input type="radio"/> No
*	Proposed to be taught off campus?	<input type="radio"/> Yes <input type="radio"/> No
If YES, enter the off campus address:		
4.*	Are significant changes in content/student learning outcomes of the course being proposed?	<input type="radio"/> Yes <input type="radio"/> No
If YES, explain and offer brief rationale:		
Remove the GWR designation for this course to alleviate problems reported by the registrar with students transferring to UK and receiving 252 transfer credit for courses completed at other Universities. This is a problem because transfer students cannot be allowed to count the COM 252 equivalent courses they are transferring in from another school for both the USP oral com credit (which is lower level general education) and the W (which is upper level graduation writing requirement). This will not impact students currently taking COM 252. COM 252 is already approved for GCCR beginning Fall 2014 so this change will only impact transfer students. *See attached emails from Deanna Sellnow, Assistant Provost for Undergraduate Education and Ben Withers, Provost for Undergraduate Education, requesting the change.		
5.	Course Relationship to Program(s).	
a.*	Are there other depts and/or pgms that could be affected by the proposed change?	<input type="radio"/> Yes <input type="radio"/> No
If YES, identify the depts. and/or pgms:		
b.*	Will modifying this course result in a new requirement ² for ANY program?	<input type="radio"/> Yes <input type="radio"/> No
If YES ² , list the program(s) here:		
6.	Information to be Placed on Syllabus.	
a.	<input type="checkbox"/> Check box if changed to 400G or 500.	If changed to 400G- or 500-level course you must send in a syllabus and you must include the differentiation between undergraduate and graduate students by: (i) requiring additional assignments by the graduate students; and/or (ii) establishing different grading criteria in the course for graduate students. (See SR 3.1.4.)

¹ See comment description regarding minor course change. Minor changes are sent directly from dean's office to Senate Council Chair. If Chair deems the change as "not minor," the form will be sent to appropriate academic Council for normal processing and contact person is informed.

² Courses are typically made effective for the semester following approval. No course will be made effective until all approvals are received.

³ Signature of the chair of the cross-listing department is required on the Signature Routing Log.

⁴ Removing a cross-listing does not drop the other course - it merely unlinks the two courses.

⁵ Generally, undergrad courses are developed such that one semester hr of credit represents 1 hr of classroom meeting per wk for a semester, exclusive of any lab meeting. Lab meeting generally represents at least two hrs per wk for a semester for 1 credit hour. (See SR 5.2.1)

⁶ You must also submit the Distance Learning Form in order for the course to be considered for DL delivery.

⁷ In order to change a program, a program change form must also be submitted.

Submit as New Proposal

Save Current Changes

From: Sellnow, Deanna D Deanna.Sellnow@uky.edu
Subject: FW: Com 252
Date: April 25, 2014 at 4:18 PM
To: Helme, Don don.helme@uky.edu

Hi again Don,

Here is the email from Ben Withers about removing the W from 252 going forward so transfer students can't count the COM 252 equivalent courses they are transferring in from another school for both the USP oral com credit (which is lower level general education) and the W (which is upper level graduation writing requirement). This will not impact our students taking COM 252 here this semester and the GCCR materials are in place for fall. I hope this makes sense.

Have a great weekend.

Deanna

Dr. Deanna Sellnow

Gifford Blyton Endowed Professor of Oral Communication

Assistant Provost for Undergraduate Education

Faculty Director, Presentation U

From: Withers, Benjamin C
Sent: Friday, April 25, 2014 2:33 PM
To: Sellnow, Deanna D
Subject: Com 252

Deanna--

I did not follow through on our earlier conversation about COM 252. Could you indeed broker a conversation or explain to the right person in CI that there's an issue with this course and get them to agree to take the W off this course? Transfers are descending on campus and we need to resolve this issue.

Sent from my iPad