

APPLICATION FOR NEW COURSE

1. General Information.				
a.	Submitted by the College of: <u>Design</u>	Today's Date:	<u>08/16/2010</u>	
b.	Department/Division: <u>School of Interior Design</u>			
c.	Contact person name: <u>Dickson, Ann W</u>	Email: <u>hdsawd@uky.edu</u>	Phone:	<u>257-7767</u>
d.	Requested Effective Date:	<input checked="" type="checkbox"/> Semester following approval	OR	<input type="checkbox"/> Specific Term/Year ¹ : _____
2. Designation and Description of Proposed Course.				
a.	Prefix and Number: <u>ID 101</u>			
b.	Full Title: <u>Introduction to Interior Design</u>			
c.	Transcript Title (if full title is more than 40 characters): _____			
d.	To be Cross-Listed ² with (Prefix and Number): _____			
e.	Courses must be described by <u>at least one</u> of the meeting patterns below. Include number of actual contact hours ³ for each meeting pattern type.			
	<u>1</u> Lecture	_____ Laboratory ¹	_____ Recitation	_____ Discussion
	_____ Clinical	_____ Colloquium	_____ Practicum	_____ Research
	_____ Seminar	_____ Studio	_____ Other – Please explain: _____	
f.	Identify a grading system:	<input checked="" type="checkbox"/> Letter (A, B, C, etc.)	<input type="checkbox"/> Pass/Fail	
g.	Number of credits: <u>1</u>			
h.	Is this course repeatable for additional credit?			YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
	If YES:	Maximum number of credit hours: _____		
	If YES:	Will this course allow multiple registrations during the same semester?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
i.	Course Description for Bulletin:	<u>An introduction to the profession of Interior Design: historical perspective, career specializations, and career opportunities.</u>		
j.	Prerequisites, if any: <u>NO</u>			
k.	Will this course also be offered through Distance Learning?			YES ⁴ <input type="checkbox"/> NO <input checked="" type="checkbox"/>
l.	Supplementary teaching component, if any: <input type="checkbox"/> Community-Based Experience <input type="checkbox"/> Service Learning <input type="checkbox"/> Both			
3.	Will this course be taught off campus?			YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
4. Frequency of Course Offering.				
a.	Course will be offered (check all that apply): <input checked="" type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer			

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. Laboratory 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.

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b.	Will the course be offered every year?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
	If NO, explain: _____		
5.	Are facilities and personnel necessary for the proposed new course available?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
	If NO, explain: _____		
6.	What enrollment (per section per semester) may reasonably be expected?	40	
7.	Anticipated Student Demand.		
a.	Will this course serve students primarily within the degree program?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
b.	Will it be of interest to a significant number of students outside the degree pgm?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
	If YES, explain: <u>Students who think they may be interested in majoring in interior design will enroll to learn more about the major</u>		
8.	Check the category most applicable to this course:		
	<input checked="" type="checkbox"/> Traditional – Offered in Corresponding Departments at Universities Elsewhere		
	<input type="checkbox"/> Relatively New – Now Being Widely Established		
	<input type="checkbox"/> 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 <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, name the proposed new program: _____		
b.	Will this course be a new requirement ⁵ for ANY program?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
	If YES ⁵ , list affected programs: <u>Interior Design</u>		
10.	Information to be Placed on Syllabus.		
a.	Is the course 400G or 500?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, the <i>differentiation for undergraduate and graduate students must be included</i> in the information required in 10.b . You must include: (i) identification of additional 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.	<input checked="" type="checkbox"/> 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.		

⁵ In order to change a program, a program change form must also be submitted.

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Signature Routing Log

General Information:



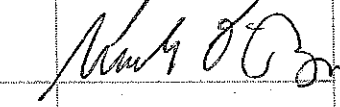
Course Prefix and Number: ID 101

Proposal Contact Person Name: Ann Dickson Phone: 7-7767 Email: hdsawd@uky.edu

INSTRUCTIONS:

Identify the groups or individuals reviewing the proposal; note the date of approval; offer a contact person for each entry; and obtain signature of person authorized to report approval.

Internal College Approvals and Course Cross-listing Approvals:

Reviewing Group	Date Approved	Contact Person (name/phone/email)	Signature
School of Interior Design	8/16/2010	Ann Dickson / 7-7767 / hdsawd@uky.edu	
CoD Curriculum Committee	8/26/2010	Terry Rothgeb / 77762 / hdstdr@uky.edu	
CoD Assembly Meeting	9/10/2010	Mark O'Bryan / 77617 / mark.obryan@uky.edu	
		/ /	
		/ /	

External-to-College Approvals:

Council	Date Approved	Signature	Approval of Revision ⁶
Undergraduate Council	1/18/2011		
Graduate Council			
Health Care Colleges Council			
Senate Council Approval		University Senate Approval	

Comments:

⁶ Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.

ID 101

Introduction to Interior Design

1 cr. hr.

Lecture: Monday 8-8:50 CB 105

Prereq: none

Instructor;

Terry Rothgeb

FB 120

257-7762

hdstdr@uky.edu

Office Hrs.: MW 11-12 (also by appointment)

Course Description: An introduction to the profession of Interior Design: historical perspective, career specializations, and career opportunities.

Course requirements:

Students will be required to attend lecture weekly, to complete 2-writing exercises, and 3-tests.

Student Learning Outcomes:

Upon completion of this course, students will be able to:

1. Recall the social, political, and economic issues that influenced the history and development of the interior design profession. (CIDA 8.a.)
2. Identify various career opportunities available to the interior design graduate. (CIDA 7.b.)

Course Schedule Outline: (a specific schedule will be defined per year to maximize educational opportunities).

Weeks 1-4 Historical perspectives of the Interior Design profession. (1 test & 1 writing assignment)

Weeks 5-16 Overview of professional practice career opportunities: Evidenced-based design, branded environments, workplace, corporate facilities, hospitality design, retail design, healthcare, institutional, entertainment, restoration, adaptive reuse. (2 test & 2 writing assignments)

Final Week Final Exam

Policies:

Academic Integrity

All written assignments shall include appropriate bibliographic citations for quoted text, paraphrased ideas or concepts, and graphic images. Students are referred to the *Chicago Manual of Style* for standard bibliographic citation formats (UK Fine Arts Reference & Young Reference sections: Z253.U69 1993). A failure to cite

quotations, paraphrases, or graphics will result in the student receiving no credit for the affected assignment. A second failure to provide appropriate citations will result in the student receiving a failing grade for the course. Assignments may require and rely upon the inclusion of images from outside sources. For this course, all assignment-required images shall be photocopied, or scanned and printed. The architecture library provides only black-and-white photocopy machines and will facilitate color photocopying of images. Under no circumstances are original images to be removed from books, periodicals, or resources within any library system. Unless the instructor can verify the source of an original image, an assignment submitted with original images will not be accepted. If a submitted assignment is found to contain original images from a library system source, the student will not receive any credit for the affected assignment. All suspicious images will be turned over the UK Library System for investigation and determination of relevant replacement fees.

Accommodations

Appropriate accommodations will be made for students who have a documented need for alterations to course policy or expectations. Students seeking accommodation shall discuss the situation with the section instructor prior to the third course session. The instructor will require documentation from the Disability Resources Center or appropriate authority.

Attendance

Students are required to be physically present during all sessions of the course. Unless otherwise indicated, students are expected to remain for the entire scheduled class session.

Attendance will be taken during each course session.

- Partial absence from a course session will be recorded as an absence or 'tardy' at the instructor's discretion. In general, a 'tardy' will be considered as the late arrival for any course session.
- Three tardy arrivals will be considered the same as one absence.
- Three unexcused absences will result in a one letter-grade reduction of the student's final grade (i.e.: An 'A' reduced to 'B'). **There will be two excused absences (with proper documentation) for the semester. With the third absence from studio or lecture, letter grade reductions will begin.**
- Per University Senate Rule 5.2.4.1, any student missing more than one-fifth (1/5) of the scheduled course sessions (excused and unexcused) will be asked to withdraw from the course. For this course, one-fifth of the scheduled course sessions shall be eleven (11) absences (44 studios + 13 lectures = 57 sessions x 1/5 = 11.4 sessions).

University Senate Rule 5.2.4.2 defines acceptable excused absences as:

- Serious illness (physician's note required);
- Illness or death of family member;
- University-related trips;
- Major religious holidays;
- Other circumstances [that the instructor] finds to be "reasonable cause for nonattendance."

Students who will be unable to attend class—for any reason—should contact the section instructor by email or phone message **prior** to the absence. Students will be responsible for providing written verification for any excused absences to the session instructor.

Policies Related to GRADING

Throughout the term, grades will be assigned to completed course work. Numeric scores will be recorded on a 100 percentage points.

The grading scale for tests is:

100 - 90	A
89 - 80	B
79 - 70	C
69 - 60	D
59 and below	E

Letter grades will be recorded as 'A,' 'B,' 'C,' 'D,' or 'E.' Letter grades may include 'plus' or 'minus' designations at the instructors' discretion.

Letter grades shall be understood to represent:

A – Assigned to work completed substantially above the final expectation for the studio level. Work represents **exceptional** integration of design issues in relation to the design problem. Work relies upon both consideration of relevant analysis and original design ideas to jointly support design decisions. (U.S.R. 5.1.1: “Represents an exceptionally high achievement as a result of aptitude, effort and intellectual initiative.”)

B – Assigned to work completed above the final expectation for the studio level. Work demonstrates **strong** integration of design issues in relation to the design problem. Work shows consideration of relevant analysis to support design decisions. (U.S.R. 5.1.1: “Represents a high achievement as a result of ability and effort.”)

C – Assigned to work completed at the **average** expectation for the studio level. Work represents **good** (or basic) integration of design issues. Work does not exhibit significant or strong solutions to design criteria or analysis. (U.S.R. 5.1.1: “Represents satisfactory achievement for undergraduates.”)

D – Assigned to work completed **below average** expectations for the studio level. Work demonstrates potential to improve at least one grade level in regards to integration of design issues. While one aspect of the work may be average, strong, or exceptional, the overall work does not illustrate a comprehensive understanding of design issues. Work may rely solely upon student talent or preferences without consideration of academic design issues. (U.S.R. 5.1.1: “Represents unsatisfactory achievement and is the minimum grade for which credit is given.”)

E – Assigned to work that fails to demonstrate understanding or recognition of design issues. Work does not exhibit the potential to improve to average expectations. (U.S.R. 5.1.1: “Represents unsatisfactory performance and indicates failure in the course.”)

For the purposes of final grade calculations, letter grades shall be translated as follows (out of ten points):

12 A+	9 B+	6 C+	3 D+	
11 A	8 B	5 C	2 D	
10 A-	7 B-	4 C-	1 D-	0 E

When calculating *final* grades the *sum total of the parts* with a fraction greater than .5 will be automatically rounded up to the higher letter grade and final grades will not reflect plus and minus.

Make-up tests will be given only at the discretion of the instructor. A make-up exam will not be given unless the student has made arrangements with the instructor **prior** to the date of the scheduled exam. Unless previous arrangements have been made with the section instructor, late assignments will not be accepted. Approved late assignments will receive the equivalent of a one-letter grade deduction per calendar day late. (On the numeric scale, a one-letter grade deduction will equal the corresponding point deduction.) Assignments submitted late, as the result of an excused absence, will not be penalized.

Per University Senate Rule 5.1.0.1, students will be informed of their current standing before the midterm withdrawal date. For Fall 2010, the last day to withdraw from a course without it appearing on the student's transcript is September 15 or by November 5 with an approved withdrawal.

Final Grades:

Final grades for this course will be determined using a composite of assignment grades, test and recorded course attendance. Final grade deductions based upon the attendance policy will be considered after preliminary final grades have been calculated. Specifically, the final grade calculations will weight assignment grades as follows:

- 50% Writing exercises/assignments (2)
- 50% Quizzes (3)

Texts:

- Binggeli, C. *Interior Design, A Survey*, Wiley and Sons, 2007, (Paperback)
- Piotrowski, C. *Becoming an Interior Designer*. Wiley and Sons, 2004, (Paperback)