

APPLICATION FOR COURSE CHANGE (MAJOR AND MINOR)

Complete 1a – 1f & 2a – 2c. Fill out the remainder of the form as applicable for items being changed.

1. General Information.						
a. Submitted by the College of: <u>Design</u>			Today's Date: <u>08/16/2010</u>			
b. Department/Division: <u>Interior Design</u>						
c. Is there a change in "ownership" of the course?					YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If YES, what college/department will offer the course instead? _____						
d. What type of change is being proposed? <input checked="" type="checkbox"/> Major <input type="checkbox"/> Minor ¹ (place cursor here for minor change definition)						
e. Contact Person Name: <u>Ann Dickson</u>		Email: <u>hdsawd@uky.edu</u>		Phone: <u>7-7767</u>		
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 Prefix and Number: <u>ID 365</u>		Proposed Prefix & Number: <u>ID 365</u>				
b. Full Title: <u>Interior Design Finish Materials</u>		Proposed Title: <u>Interior Design Finish Materials</u>				
c. Current Transcript Title (if full title is more than 40 characters): _____						
Proposed Transcript Title (if full title is more than 40 characters): _____						
d. Current Cross-listing: <input checked="" type="checkbox"/> N/A OR Currently ³ Cross-listed with (Prefix & Number): _____						
Proposed – <input type="checkbox"/> ADD ³ Cross-listing (Prefix & Number): _____						
Proposed – <input type="checkbox"/> 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:		<u>3</u> Lecture	_____ Laboratory ⁵	_____ Recitation	_____ Discussion	_____ Indep. Study
		_____ Clinical	_____ Colloquium	_____ Practicum	_____ Research	_____ Residency
		_____ Seminar	_____ Studio	_____ Other – Please explain: _____		
Proposed:		<u>3</u> Lecture	_____ Laboratory	_____ Recitation	_____ Discussion	_____ Indep. Study
		_____ Clinical	_____ Colloquium	_____ Practicum	_____ Research	_____ Residency
		_____ Seminar	_____ Studio	_____ Other – Please explain: _____		
f. Current Grading System: <input checked="" type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail						

Comment: Excerpt from SR 3.3.0.G.2
Definition: A request may be considered a minor change if it meets one of the following criteria:
 a. change in number within the same hundred series*;
 b. editorial change in the course title or description which does not imply change in content or emphasis;
 c. a change in prerequisite(s) which does not imply change in content or emphasis, or which is made necessary by the elimination or significant alteration of the prerequisite(s); d. a cross-listing of a course under conditions set forth in SR 3.3.0.E;
 e. correction of typographical errors.

*...for the specific purposes of the minor exception rule, the 600-799 courses are the same "hundred series," as long as the other minor change requirements are complied with. [RC 1/15/09]

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.)

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Proposed Grading System: <input checked="" type="checkbox"/> Letter (A, B, C, etc.) <input type="checkbox"/> Pass/Fail	
g. Current number of credit hours: <u> 3 </u>	Proposed number of credit hours: <u> 3 </u>
h. Currently, is this course repeatable for additional credit?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Proposed to be 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. Current Course Description for Bulletin:	<u>An analysis and evaluation of interior design finish materials and production methods. Emphasis on health-safety factors, performance attributes, and user requirements. Lectures, discussions, field trips, research, analyses, calculations.</u>
Proposed Course Description for Bulletin:	<u>An analysis and evaluation of interior design finish materials and production methods. Emphasis on health safety and wellness factors; performance attributes; site/user requirements; and sustainability. Lectures, discussions, field trips, research, and analyses. Concurrent with ID 321.</u>
j. Current Prerequisites, if any: _____	
Proposed Prerequisites, if any: _____	
k. Current Distance Learning(DL) Status: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Already approved for DL* <input type="checkbox"/> Please Add ⁶ <input type="checkbox"/> 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 <input type="checkbox"/>) that the proposed changes do not affect DL delivery.	
l. 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="checkbox"/> Both	
3. Currently, is this course taught off campus?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Proposed to be taught off campus?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
4. Are significant changes in content/teaching objectives of the course being proposed?	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
If YES, explain and offer brief rationale: <u>To address revised accreditation standards.</u>	
5. Course Relationship to Program(s).	
a. Are there other depts and/or pgms that could be affected by the proposed change?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES, Identify the depts. and/or pgms: _____	
b. Will modifying this course result in a new requirement ⁷ for ANY program?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES ⁷ , list the program(s) here: _____	
6. Information to be Placed on Syllabus.	
a. <input type="checkbox"/> Check box if _____	If <u>changed to 400G- or 500-level</u> course you must send in a syllabus and you must include the _____

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.

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	<u>changed to</u> 400G or 500.	<i>differentiation</i> 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 <i>SR 3.1.4.</i>)
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APPLICATION FOR COURSE CHANGE (MAJOR AND MINOR)

Signature Routing Log




General Information:

Course Prefix and Number: ID 365
 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 / 77767 / hdsawd@uky.edu	
CoD Curriculum Committee	8/26/2010	Terry Rothgeb / 77762 / hdsldr@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 ⁸
Undergraduate Council	1/18/2011		
Graduate Council			
Health Care Colleges Council			
Senate Council Approval		University Senate Approval	

Comments:

⁸ Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.

ID 365

INTERIOR DESIGN FINISH MATERIALS

3 hrs. credit

Fall semester

Meeting time: TR 12:30-1:45 FB 216

Instructor Information:

Ann W. Dickson

107 Pence Hall

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

E-mail: hdsawd@uky.edu

Course Description:

An analysis and evaluation of interior design finish materials and production methods. Emphasis on health safety and wellness factors; performance attributes; site/user requirements; and sustainability. Lectures, discussions, field trips, research, and analyses.

Course Requirements:

Students will be required to attend all lectures some of which may be site specific, participate in class discuss, complete 2 material case study assignments, 3 interim exams, and successfully pass an exam of material identification, analysis, and performance comparison.

Student Learning Outcomes:

Upon completing this course students will be able to demonstrate:

1. An awareness of the legal regulations, which impact interior architecture material specification; (CIDA 14. a., 14. b.)
2. An understanding of the performance issues including sustainability, health-safety, durability, maintenance, and functional effectiveness which designers must address when specifying materials and components for interior environments; (CIDA 2.a., 6.a., 14. a.)
3. An understanding of the innate properties of materials and the appropriateness of a material for specification based on performance requirements dictated by the interior environment. (CIDA 11. a., 11.b.)

Course Outline:

Week 1 Professional scope of practice & regulations, codes, & standards
Week 2 Sustainability
Week 3 Material testing & evaluation & performance evaluation & Exam 1
Week 4 Resilient flooring materials
Week 5 -7 Hard Material: concrete, brick, stone, composite, metal, glass, wood
Week 8-10 Carpeting & Exam 2
Week 11 Textiles, & upholstery
Week 12 Wallcoverings
Week 13-14 Solid surfacing & laminates & Exam 3
Week 15 Coatings
Week 16 Casegoods
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 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:

2-Material Case Studies	20%
3- Interim Exams	60 %
Final Exam: Material Identification & Analysis Comparison	20%

TEXTBOOK:

Godsey, D. (2008). *Interior design materials & specification*. New York: Fairchild Books.