

Graduate Council Curriculum Committee
December 2, 2013
12:00 p.m., MH 395

Agenda - REVISED

1. Welcome and call to order
2. Approval of minutes from the last meeting
3. Review of Split Classes - CAH
4. Revisions to the PhD Texts & Technology – CAH
5. Revisions to the MA English, Technical Communication track – CAH
6. Addition of an MD track to the M.S. in Hospitality Management and Tourism - RCHM
7. Revisions to the MS in Sport Business Management program – CBA
8. Revisions to the PhD in Optics Program – COP
9. Revisions to the Corporate Communication Certificate – COS
10. Revisions to the MA Communication tracks – COS
11. Review of Material & Supplies Fees
12. Courses and special topics
13. Revisions to the MS Forensic Science program and track deletions - COS
14. Adjournment

Members of the Graduate Council Curriculum Committee:

Tosha Dupras, COS (Chair)
Deborah Breiter, RCHM
Tom Bryer, COHPA
Charles Kelliher, CBA
Patrick Murphy, CAH
Art Weeks, CECS
Joyce Nutta, CEHP
Terrie Sypolt, LIB
Julee Waldrop, CON
Boris Zeldovich, COP
Antonis Zervos, COM
Lucretia Cooney, GSA
Max Poole, CGS Liaison



Split-Level Class Action Request Form

The Graduate Council Curriculum Committee discourages the establishment of split-level classes. Graduate students are entitled to more challenging content, instruction, and assessment, which are difficult to provide in classes offered to undergraduates as well. Circumstances may compel a unit to propose a split-level class. In these cases, the proposal should indicate the reasons a split-level class is necessary and what long-term measures are being taken to provide undergraduates and graduates with appropriate coursework. In addition, it is important to differentiate each of the undergraduate and graduate course elements. To provide reviewers with a clear delineation of the differences between the 4000 and 5000 courses, Summary Tables 1 and 2 should be completed.

Please submit this form along with the completed Course Action Request (CAR) form. Include both the 4000 syllabus and the 5000 syllabus. **The 5000 syllabus should bold any additions or differences.**

Provide narrative rationale for split-level class:

Table 1— List any **course objectives or content**:

1) that is common to both the undergraduate and graduate syllabi but have been differentiated for undergraduate and graduate students. For example, an objective for undergraduates may require identification of a concept where the graduate objective may require application;

or

2) in cases where entirely new objectives or content have been added to the existing undergraduate objectives and content, in the 5000 course column list any course elements that the graduate syllabus requires in addition to the elements of the undergraduate syllabus. For example, if there are 3 course readings in the undergraduate syllabus and a 4th reading was added for the graduate syllabus, list it in the 5000 course column and leave the 4000 course column blank.

Table 1 Differences Between 4000 and 5000 Course Objectives & Content		
Course Element	4000 Course	5000 Course

*Table 2—*List different or additional **assessment** elements (course assignments and tests that count toward the grade). For example, if an undergraduate course assignment that requires students to read an article and write a reflection has been expanded to require graduate students to read a book and present it to the class, the two versions of this assignment would be contrasted in this table. If a third exam was added for graduate students, list it in the 5000 column.

Table 2 Differences Between 4000 and 5000 Course Assessment			
Course Element	4000 Course Assessment & % of grade	5000 Course Assessment & % of grade	

University of Central Florida
Department of Music
Fall Semester 2014
MUL 5XXX
Concert Band Literature
3 credit hours
PACM-116

Instructor:

Dr. Scott C. Tobias
Office: PACM-212

Phone: 823-3581
e-mail: scott.tobias@ucf.edu

Course Description:

This course is designed for instrumental music education majors planning careers as middle school, high school or college band directors. The course surveys the various materials and literature available for use in the public school band classroom. Graduate students enrolled in this course should be aware that they will be working with advanced undergraduate students on the same materials.

Prerequisites:

Admission to the graduate program in Music or permission of the instructor is required for enrollment.

Goals/Objectives:

Upon successful completion of this course, students should possess a basic knowledge of available literature and materials appropriate for use in public school band classrooms. Additionally, students will be expected to:

- aurally and visually recognize compositions of historical significance to the development of the wind band
- aurally and visually recognize significant compositions for each grade level of band literature (i.e. Grades 1-6 on the graded music scale)
- aurally and visually recognize composers based on traits of their various compositional styles
- list key composers and compositions of historical significance
- list significant composers and compositions for each grade level of band literature (i.e. Grades 1-6 on the graded music scale)
- successfully program appropriate concerts for groups of various ability levels
- successfully program appropriate concerts for a variety of events/venues

Attendance:

Students will be expected to attend all classes and to participate actively in class discussions and activities. If a student finds it necessary to miss a class, notification of the absence should be given to the instructor as to the reason for the absence. Participation in class discussions and activities is considered to be valuable to success in the course. As a result, excessive absences from class will adversely affect a student's

grade. After two absences, a student's final average will be lowered by one grade level for each additional absence, unless otherwise approved by the instructor.

Texts/Materials:

There are no required texts for this course. As a survey course, students will be exposed to a variety of materials including recordings, articles, musical scores, and handouts. Each student will be expected to create a reference notebook for future use. Creating a digital version of this notebook is acceptable. This notebook will consist of handouts, projects and notes taken in class. The development of this notebook further necessitates class attendance.

For the purpose of outside study for this course, students will be allowed access to PACM-116 in the evenings. Available in PACM-116 will be recordings of the literature being studied. Selected scores will also be available for study as well as reference materials.

Because of the large volume of literature that will be reviewed, students are not required to purchase scores or recordings of every selection. Students wishing to purchase select scores or recordings for additional study are encouraged to do so. As part of the composer research project for the course, students will be required to purchase four scores and recordings for an in-depth analysis and discussion. The specific required compositions will be different for each student and will be assigned during the first few weeks of the semester.

Resources for scores -

J.W. Pepper & Son (www.jwpepper.com)

Shattinger Music (www.shattingermusic.com)

Resources for recordings -

iTunes

University of North Texas (<http://music.unt.edu/windstudies/recordings.php>)

Additional resources (available in PACM-116) -

Miles, Richard, ed. *Teaching Music Through Performance* (GIA Publications)

[14 volumes presently available with accompanying CDs]

Smith, Norman. *Program Notes for Band* (GIA Publications, 2002)

Evaluation:

Students will be evaluated based on exam grades, homework assignments, projects and participation in class throughout the term. The final grade for the course will be determined according to the following:

Exam #1 (Grade 1-2 Literature/Composers)	100
Exam #2 (Grade 3-4 Literature/Composers)	100
Exam #3 (Grade 5-6 Literature/Composers)	100
Exam #4 (Marches & Core Repertoire)	100

Homework Assignments	100
Programming Project	100
Composer Research Project	100
Class Presentation of Composer Research Project	100
Cumulative Exam	100
	900

A	855-900	(95-100%)	C	666-692	(74-76%)
A-	810-854	(90-94%)	C-	630-665	(70-73%)
B+	783-809	(87-89%)	D+	603-629	(67-69%)
B	756-782	(84-86%)	D	576-602	(64-66%)
B-	720-755	(80-83%)	D-	540-575	(60-63%)
C+	693-719	(77-79%)	F	0-539	(0-59%)

Exams

Exams will assess the students' ability to identify compositions and composers, both visually and aurally. General knowledge of composers and compositions will also be assessed. The exams for this course will be more in-depth than those given for the undergraduate students enrolled in MUE 4XXX. A greater level of knowledge and understanding will be expected.

Homework

Homework assignments will consist of score study and background research on certain composers/compositions. Graduate students will be expected to take the lead in class discussions thereby necessitating greater preparation.

Programming Project

Students will complete a programming project for the course that will involve the use of literature knowledge to program a series of concerts appropriate for public school instrumental music programs. This project will consist of nine scenarios covering a variety of settings, e.g. convention performances, local concerts, performances featuring soloists, etc.

Composer Research Project

Students will complete a composer research project that will involve a detailed analysis of the works of an assigned composer including background information, a complete works list, and stylistic traits of the composer's compositional style. Upon completion of this research project, students will share their findings with the class in a 20-30 minute presentation.

Class Schedule

(exact dates of lectures are subject to change)

Week #1	Class Overview and Introduction
	Grade 1-2 Literature
Week #2	No class – Labor Day
	Grade 1-2 Literature
Week #3	Grade 1-2 Literature
	Grade 1-2 Literature
Week #4	Exam #1
	Grade 3-4 Literature
Week #5	Grade 3-4 Literature
	Grade 3-4 Literature
Week #6	Grade 3-4 Literature
	Exam #2
Week #7	Grade 5-6 Literature
	Grade 5-6 Literature
Week #8	Grade 5-6 Literature
	Grade 5-6 Literature
Week #9	Exam #3
	Marches
Week #10	Marches
	Marches
Week #11	Core Repertoire
Week #12	No class – Veterans’ Day
	Core Repertoire
Week #13	Exam #4
	Programming
Week #14	Programming
	Research Project Presentations
Final Exam Period	Cumulative Exam
	Final Project Presentations

The UCF Creed

Integrity, scholarship, community, creativity and excellence are the core values that guide our conduct, performance and decisions.

Integrity	I will practice and defend academic and personal honesty.
Scholarship	I will cherish and honor learning as a fundamental purpose of my membership in the UCF community.
Community	I will promote an open and supportive campus environment by respecting the rights and contributions of every individual.
Creativity	I will use my talents to enrich the human experience.
Excellence	I will strive toward the highest standards of performance in any endeavor I undertake.

Academic Integrity

UCF is committed to a policy of honesty in academic affairs. Conduct that comprises a breach of this policy may result in academic action and disciplinary action. Academic action affects student assignments, examinations or grades. Disciplinary action affects student enrollment status. Please review the behavior standards at <http://www.goldenrule.sdes.ucf.edu>.

Accommodations for Students with Special Needs

The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the professor to request accommodations. Students who need accommodations must be registered with Student Disability Services, Student Resource Center Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.

*The contents of this syllabus are subject to modification by the professor due to unexpected circumstances.
In such cases, the academic integrity of the course will be maintained.*

University of Central Florida

Department of Music

Fall Semester 2014

MUL 4XXX

Band Literature

3 credit hours

PACM-116

Instructor:

Dr. Scott C. Tobias

Office: PACM-212

Phone: 823-3581

e-mail: scott.tobias@ucf.edu

Course Description:

This course is designed for instrumental music education majors planning careers as middle school, high school or college band directors. The course surveys the various materials and literature available for use in the public school band classroom. Students enrolled in this course should be aware that they will be working with graduate students on the same materials.

Prerequisites:

Completion of MUT 1122 and MUL 2014 (or equivalents) or permission of the instructor are required for enrollment.

Goals/Objectives:

Upon successful completion of this course, students should possess a basic knowledge of available literature and materials appropriate for use in public school band classrooms. Additionally, students will be expected to:

- aurally and visually recognize compositions of historical significance to the development of the wind band
- aurally and visually recognize significant compositions for each grade level of band literature (i.e. Grades 1-6 on the graded music scale)
- aurally and visually recognize composers based on traits of their various compositional styles
- list key composers and compositions of historical significance
- list significant composers and compositions for each grade level of band literature (i.e. Grades 1-6 on the graded music scale)
- successfully program appropriate concerts for groups of various ability levels
- successfully program appropriate concerts for a variety of events/venues

Attendance:

Students will be expected to attend all classes and to participate actively in class discussions and activities. If a student finds it necessary to miss a class, notification of the absence should be given to the instructor as to the reason for the absence. Participation in class discussions and activities is considered to be valuable to success in the course. As a result, excessive absences from class will adversely affect a student's

grade. After two absences, a student's final average will be lowered by one grade level for each additional absence, unless otherwise approved by the instructor.

Texts/Materials:

There are no required texts for this course. As a survey course, students will be exposed to a variety of materials including recordings, articles, musical scores, and handouts. Each student will be expected to create a reference notebook for future use. Creating a digital version of this notebook is acceptable. This notebook will consist of handouts, projects and notes taken in class. The development of this notebook further necessitates class attendance.

For the purpose of outside study for this course, students will be allowed access to PACM-116 in the evenings. Available in PACM-116 will be recordings of the literature being studied. Selected scores will also be available for study as well as reference materials.

Because of the large volume of literature that will be reviewed, students are not required to purchase scores or recordings of every selection. Students wishing to purchase select scores or recordings for additional study are encouraged to do so.

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Exam #3 (Grade 5-6 Literature/Composers)	100
Exam #4 (Marches & Core Repertoire)	100
Homework Assignments	100
Programming Project	100
Cumulative Exam	<u>100</u>
	700

A	665-700	(95-100%)	C	518-538	(74-76%)
A-	626-664	(90-94%)	C-	490-517	(70-73%)
B+	609-625	(87-89%)	D+	469-489	(67-69%)
B	588-608	(84-86%)	D	448-468	(64-66%)
B-	560-587	(80-83%)	D-	420-447	(60-63%)
C+	539-559	(77-79%)	F	0-419	(0-59%)

Exams

Exams will assess the students' ability to identify compositions and composers, both visually and aurally. General knowledge of composers and compositions will also be assessed.

Homework

Homework assignments will consist of score study and background research on certain composers/compositions.

Programming Project

Students will complete a programming project for the course that will involve the use of literature knowledge to program a series of concerts appropriate for public school instrumental music programs. The project will consist of six scenarios.

Class Schedule

(exact dates of lectures are subject to change)

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Week #3	Grade 1-2 Literature
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Week #4	Exam #1
	Grade 3-4 Literature
Week #5	Grade 3-4 Literature
	Grade 3-4 Literature
Week #6	Grade 3-4 Literature
	Exam #2
Week #7	Grade 5-6 Literature
	Grade 5-6 Literature
Week #8	Grade 5-6 Literature
	Grade 5-6 Literature

Week #9	Exam #3 Marches
Week #10	Marches Marches
Week #11	Core Repertoire
Week #12	No class – Veterans’ Day Core Repertoire
Week #13	Exam #4 Programming
Week #14	Programming Research Project Presentations by Graduate Students
Final Exam Period	Cumulative Exam Final Project Presentations

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Provide narrative rationale for split-level class:

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*Table 1— List any **course objectives or content**:*

1) that is common to both the undergraduate and graduate syllabi but have been differentiated for undergraduate and graduate students. For example, an objective for undergraduates may require identification of a concept where the graduate objective may require application;

or

2) in cases where entirely new objectives or content have been added to the existing undergraduate objectives and content, in the 5000 course column list any course elements that the graduate syllabus requires in addition to the elements of the undergraduate syllabus. For example, if there are 3 course readings in the undergraduate syllabus and a 4th reading was added for the graduate syllabus, list it in the 5000 course column and leave the 4000 course column blank.

Table 1 Differences Between 4000 and 5000 Course Objectives & Content		
Course Element	4000 Course	5000 Course

*Table 2—List different or additional **assessment** elements (course assignments and tests that count toward the grade). For example, if an undergraduate course assignment that requires students to read an article and write a reflection has been expanded to require graduate students to read a book and present it to the class, the two versions of this assignment would be contrasted in this table. If a third exam was added for graduate students, list it in the 5000 column.*

Table 2 Differences Between 4000 and 5000 Course Assessment			
Course Element	4000 Course Assessment & % of grade		5000 Course Assessment & % of grade

University of Central Florida
MUL 5XXX Graduate Survey of Choral Literature
3 credits
Fall, 2014

Prerequisite: Admission to the graduate program in Music or permission of the Instructor of Record. It is expected that students taking this course have prior knowledge of the basic chronology, people, and style characteristics defining Western art music. Graduate students enrolled in Survey of Choral Literature are to be aware that this course is jointly offered to advanced undergraduate students.

Course Description:

Chronological survey of choral music from its beginnings to the present with consideration of historical perspective; genres, styles and performance practice; major composers and representative works. Includes analysis of representative works, listening, readings and discussion.

Course Objectives:

- Students will develop an appropriate language with which to discuss and describe musical elements present in a choral composition (structure and form, harmonic, melodic and rhythmic considerations, performing forces, texture, timbre, vocal characteristics, etc.).
- Students will examine and analyze choral works from a variety of styles and historical periods.
- Students will describe elements of style and performance practice particular to each era of choral music.
- Students will visually and aurally identify salient elements of style that place a work within a specific historical context.
- Students will synthesize material and demonstrate an understanding of historical perspective by identifying major trends and developments in choral music composition.
- Students will identify various genres and forms of choral music (motet, mass, oratorio, passion, madrigal, part song, etc.).
- Students will assess the suitability of repertoire for educational experiences and performance in emerging and experienced choirs.
- Students will utilize a variety of methods for accessing and acquiring choral literature (web searches, databases, repertoire lists, publishers, etc.).

Required Text

Garretson, Robert. L. (1993). *Choral Music: History, Style, and Performance Practice*. Prentice-Hall: Englewood Cliffs, NJ.

Ulrich, Homer. (1973). *A Survey of Choral Music*. Harcourt, Brace, Jovanovich: New York.

Recommend Text

Jeffers, Ron. (1988). *Translations and Annotations of Choral Repertoire. Volume I: German Texts*. earthsongs: Corvallis, OR.

Jeffers, Ron. (2000). *Translations and Annotations of Choral Repertoire. Volume II: Sacred Latin Texts*. earthsongs. Corvallis, OR.

Jeffers, Ron. *Translations and Annotations of Choral Repertoire. Volume III: French Texts*. earthsongs: Corvallis, OR.

Robinson, Ray, ed. (1978). *Choral Music: A Norton Historical Anthology*. W. W. Norton: New York.

Robinson, Ray and Winold, Allen. (1976). *The Choral Experience*. Harper's College Press: New York.

Course Content:

- Week 1 Orientation and Introduction.
- Week 2 Music in the North, 1450-1525 and Music for the Catholic Church, 1525-1600
- Week 3 Music for the Protestant and Anglican Churches, 1525-1625
- Week 4 Secular Music, 1450-1600
- Week 5 Exam 1
- Week 6 Music of the Early Baroque, 1600-1675,
- Week 7 Music of the Late Baroque, 1675-1750
- Week 8 Pre-Classical and Rococo, 1725-1775
- Week 9 Classical, 1750-1825
- Week 10 Exam 2
- Week 11 Early Romantic Music, 1825-1860
- Week 12 Late Romantic Music, 1860-1900;
- Week 11 Music of the Twentieth Century (1900-1950)
- Week 14 Music of the Twentieth Century (1950-2000)
- Week 15 Exam 3
- Week 16 Major Research Paper/Composer Project/Presentations Due

Grading and Evaluation:

Three exams, covering the following material:

1. Introductory material, beginnings through the Renaissance
2. Baroque and Classical
3. Romantic and Twentieth Century

As culminating projects, the student will prepare a Repertoire Project and a major research paper on a topic of choral literature approved by the instructor in advance.

Assessment:

1. Attendance and Participation

5%

2. Listening Quizzes (four)	20%
3. Exam 1	10%
4. Exam 2	10%
5. Exam 3	10%
6. Project and Presentation on a composer	15%
7. Major Research Paper	30%

Grading Scale

Interpretation

100.00 – 92.00	= A	Clearly Superior Work at the Graduate Level, Assignments meet all stated requirements,
91.99 - 90.00	= A-	Strong writing that contains no or very few minor errors, Work submitted on or ahead of time.
89.99 - 88.00	= B+	Completely Satisfactory Work at the Graduate Level, Assignments meet most stated requirements,
87.99 - 82.00	= B	Writing that contains minor errors that do not impede understanding,
81.99 - 80.00	= B-	Work generally submitted on time.
79.99 - 78.00	= C+	Marginally Satisfactory Work at the Graduate Level, Assignments usually meet most stated requirements,
77.99 – 72.00	= C	Writing that contains errors that begin to impede understanding,
71.99 – 70.00	= C-	Work not always submitted on time.
69.99 – 68.00	= D+	Generally Unsatisfactory Work at the Graduate Level, Assignments do not meet most stated requirements,
67.99 – 62.00	= D	Writing that contains errors that significantly impede understanding,
61.99 – 60.00	= D-	Work rarely submitted on time.
59.99 - 0.00	= F	Unsatisfactory Work at the Graduate Level, Assignments do not meet stated requirements,
		Writing with excessive errors, lacks organization and approaches incoherence,
		Work not submitted or frequently late.

Accommodations for the differently-abled (alternate testing opportunities, support for signers, etc.)	The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the professor to request accommodations. Students who need accommodations must be registered with Student Disability Services, Student Resource Center Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.
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Academic integrity	UCF is committed to promoting a culture of academic integrity where faculty and students work together to meet our personal, professional, and
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	<p>social responsibilities. A degree from UCF is only valuable to the extent it reflects valid assessments of student learning. Misrepresenting your learning on tests, projects, reports, or papers invalidates your grades and tarnishes the credibility of UCF. While collaboration is encouraged in the learning and studying process, you should assume that all tests, quizzes, etc. require your individual effort unless explicitly directed otherwise. Unauthorized collaboration, whether voluntary or not, is cheating. Unauthorized use of materials during a text, quiz, or other assessment is cheating. Regarding papers and projects, one of the core fluencies that students need to demonstrate is the ability to discern information that is common to the public from the intellectual property of individuals. Use of protected ideas, processes, or language without attribution or proper citation is plagiarism. Cheating, dishonesty, or plagiarism is grounds for grade reduction or failure in this course. Please review the behavior standards at: http://www.goldenrule.sdes.ucf.edu/11_behavior.html</p>
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Integrity, scholarship, community, creativity, and excellence are the core values that guide our
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performance, and decisions.

Integrity	I will practice and defend academic and personal honesty.
Scholarship	I will cherish and honor learning as a fundamental purpose of my membership in the UCF community.
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Creativity	I will use my talents to enrich the human experience.
Excellence	I will strive toward the highest standards of performance in any endeavor I undertake.

University of Central Florida
MUL 4XXX Undergraduate Survey of Choral Literature
3 credits
Fall, 2014

Prerequisites: Completion of MUH 3211 and MUH 3212 with a grade of “C” or better in each course or consent of the Instructor of Record. It is expected that students taking this course have prior knowledge of the basic chronology, people, and style characteristics defining Western art music. Undergraduate students enrolled in Survey of Choral Literature are to be aware that this course is jointly offered to advanced Graduate students.

Course Description:

Chronological survey of choral music from its beginnings to the present with consideration of historical perspective; genres, styles and performance practice; major composers and representative works. Includes analysis of representative works, listening, readings and discussion.

Course Objectives:

- Students will develop an appropriate language with which to discuss and describe musical elements present in a choral composition (structure and form, harmonic, melodic and rhythmic considerations, performing forces, texture, timbre, vocal characteristics, etc.).
- Students will examine and analyze choral works from a variety of styles and historical periods.
- Students will describe elements of style and performance practice particular to each era of choral music.
- Students will visually and aurally identify salient elements of style that place a work within a specific historical context.
- Students will synthesize material and demonstrate an understanding of historical perspective by identifying major trends and developments in choral music composition.
- Students will identify various genres and forms of choral music (motet, mass, oratorio, passion, madrigal, part song, etc.).
- Students will assess the suitability of repertoire for educational experiences and performance in emerging and experienced choirs.
- Students will utilize a variety of methods for accessing and acquiring choral literature (web searches, databases, repertoire lists, publishers, etc.).

Required Text

Garretson, Robert. L. (1993). *Choral Music: History, Style, and Performance Practice*. Prentice-Hall: Englewood Cliffs, NJ.

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Course Content:

- Week 1 Orientation and Introduction.
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- Week 5 Exam 1
- Week 6 Music of the Early Baroque, 1600-1675,
- Week 7 Music of the Late Baroque, 1675-1750
- Week 8 Pre-Classical and Rococo, 1725-1775
- Week 9 Classical, 1750-1825
- Week 10 Exam 2
- Week 11 Early Romantic Music, 1825-1860
- Week 12 Late Romantic Music, 1860-1900;
- Week 11 Music of the Twentieth Century (1900-1950)
- Week 14 Music of the Twentieth Century (1950-2000)
- Week 15 Exam 3
- Week 16 Research Paper Due

Grading and Evaluation:

Three exams, covering the following material:

1. Introductory material, beginnings through the Renaissance
2. Baroque and Classical
3. Romantic and Twentieth Century

As culminating projects, the student will prepare a major research paper on a topic of choral literature approved by the instructor in advance.

Assessment:

- | | |
|---------------------------------|-----|
| 1. Attendance and Participation | 10% |
| 2. Listening Quizzes (four) | 20% |
| 3. Exam 1 | 20% |

4. Exam 2	20%
5. Exam 3	20%
6. Research Paper	10%

Grading Scale	Interpretation
93-100 A	Excellent, exceeds average understanding as evidenced in course work and goes well beyond the basics.
90-92 A-	Excellent, exceeds average understanding as evidenced in course work.
87-89 B+	Above average, fully meets average understanding as evidenced in course work and fully understands the basics and can deal with concepts beyond that level.
83-86 B	Above average, fully meets average understanding as evidenced in course work and fully understands the basics and can deal with concepts somewhat beyond that level.
80-82 B-	Above average, fully meets average understanding as evidenced in course work.
77-79 C+	Average, meets minimum expectations and satisfies course requirements.
73-76 C	Average, meets minimum expectations and satisfies course requirements.
70-72 C-	Average, meets minimum expectations, but does not satisfy all course requirements.
67-69 D+	Below average, meets many minimum expectations and satisfies all or most course requirements.
63-66 D	Below average, meets many minimum expectations and satisfies all or most course requirements.
60-62 D-	Below average, meets many minimum expectations and satisfies all or most course requirements.
0-59 F	Fails to meet minimum expectations in understanding and course work as evidenced by performance and submission of graded elements.

Accommodations for the differently-abled (alternate testing opportunities, support for signers, etc.)	The University of Central Florida is committed to providing reasonable accommodations for all persons with disabilities. This syllabus is available in alternate formats upon request. Students with disabilities who need accommodations in this course must contact the professor at the beginning of the semester to discuss needed accommodations. No accommodations will be provided until the student has met with the professor to request accommodations. Students who need accommodations must be registered with Student Disability Services, Student Resource Center Room 132, phone (407) 823-2371, TTY/TDD only phone (407) 823-2116, before requesting accommodations from the professor.
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Academic integrity	UCF is committed to promoting a culture of academic integrity where faculty and students work together to meet our personal, professional, and social responsibilities. A degree from UCF is only valuable to the extent it reflects valid assessments of student learning. Misrepresenting your learning on tests, projects, reports, or papers invalidates your grades and tarnishes the credibility of UCF. While collaboration is encouraged in the learning and studying process, you should assume that all tests, quizzes, etc. require your individual effort unless explicitly directed otherwise. Unauthorized collaboration, whether voluntary or not, is cheating. Unauthorized use of materials during a text, quiz, or other assessment is cheating. Regarding papers and projects, one of the core fluencies that students need to demonstrate is the ability to discern information that is common to the public from the intellectual property of individuals. Use of protected ideas, processes, or language without attribution or proper citation is plagiarism.
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	Cheating, dishonesty, or plagiarism is grounds for grade reduction or failure in this course. Please review the behavior standards at: http://www.goldenrule.sdes.ucf.edu/11_behavior.html
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The UCF Creed

Integrity, scholarship, community, creativity, and excellence are the core values that guide our conduct, performance, and decisions.

Integrity	I will practice and defend academic and personal honesty.
Scholarship	I will cherish and honor learning as a fundamental purpose of my membership in the UCF community.
Community	I will promote an open and supportive campus environment by respecting the rights and contributions of every individual.
Creativity	I will use my talents to enrich the human experience.
Excellence	I will strive toward the highest standards of performance in any endeavor I undertake.



UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Program Recommendation Form

This form is to be used to revise, add, suspend, or delete degree programs, tracks, or certificate programs. If there are changes to a program and the changes will affect the program tracks also, one form may be used for this type of change.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy showing changes (use Track Changes in Word).

College/Unit(s) Submitting Proposal: College of Arts & Humanities

Proposed Effective Term/Year: Fall 2014

Unit(s) Housing Program: Dean's Office

Name of program, track and/or certificate: Texts & Technology PhD

Brief description of program (this description will show up in the graduate catalog copy): *Do not add complete catalog copy here.*

The Texts and Technology PhD program focuses on theory and practice in new media combined with historical grounding in pre-digital media studies. This program prepares students for positions in research, teaching and program development, including web design, multimedia production, distributed education, entertainment, publishing, information architecture and visualization.

DELIVERY - Will program be delivered: ☐ Face to face ☐ Completely online ☒ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

No change: January 15 for all fall applicants and fall priority.

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

No changes.

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Dr. Thomas R. McDaniel, rudy@ucf.edu, 407-823-0218

CAH 190, 32816-1990

<http://tandt.cah.ucf.edu/>

Please check one: this action affects a: ☒ Program ☐ Track ☐ Certificate

Please check one: this action is a(n):

☐ Addition. Please proceed to Part A.

☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☐ Inactivation

☐ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.

Signature Page

RECOMMENDATIONS

☒ Yes ☐ No Department Chair: Thom R. McManis Date: 11/4/13
☒ Yes ☐ No College Curriculum Committee Chair: John A. Connelley Date: 11/18/13
☒ Yes ☐ No College Dean: Jose B. Fernandez Date: 11/18/13
☒ Yes ☐ No Chair or GSC: Joshua Supra Date: 12/2/13
☒ Yes ☐ No Dean, College of Graduate Studies: C. Ross Vinkle Date: 12-2-13

APPROVAL

Provost and Executive Vice President: Tommy W. White Date: 12-6-13

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies

DESCRIPTION OF CHANGES

The PhD Texts & Technology program requests to organize the current elective offerings into Areas of Specialization requiring students to take 9 credits in one area of specialization and an additional 9 credits of interdisciplinary electives. Current students will not be impacted as all students are required to take 18 credit hours of electives.

Part A – For additions or revisions of programs, tracks or certificates

Brief statement of rationale: (Please indicate the rationale, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate.)

Texts & Technology is an interdisciplinary degree in CAH that builds upon a wide array of curricular and faculty resources in the College. As students complete the required 18 credit hours of interdisciplinary electives, opportunities to pursue various areas of specialty are numerous. Assessment efforts reveal these numerous choices in possible courses often frustrate and confuse students. The program would like to help students select courses more judiciously by organizing the elective offerings into "Areas of Specialization" and require students to take nine credits in one area of specialization and an additional 9 credits of interdisciplinary electives.

For Revisions:

Brief listing of Program Changes: (Please indicate the changes in bullet format. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. **Remember to attach the catalog copy showing changes, using Track Changes in Word.**)

- * Require students take 9 credits in an Area of Specialization and 9 credits of interdisciplinary electives
- * Provide opportunity for students to take a Methods course in their area of specialty as satisfying the core requirement:

	Credits	
	Current	Proposed
Required Courses	15	15
Interdisciplinary Electives	18	9
Area of Specialization	n/a	9
Internship & Practicum	6	6
Dissertation	18	18
TOTAL	57	57

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

Page 5 of UCF Program Recommendation Form

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

Texts & Technology

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

n/a

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

n/a

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

n/a

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

No change from current program.

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

Current students will not be impacted as all students are required to complete 18 credit hours of electives.

If **applicable**, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

If an **addition**, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an **addition**, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

Part A - Continued

If an **addition** or there are **substantial REVISIONS** to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a "teach out" plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The "teach out" plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester. Please delete course prefixes and numbers in this section if no teach out plan is required.

Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ E-mails showing consultation with other units. (if applicable)

PROGRAM DESCRIPTION

The Texts and Technology PhD program focuses on theory and practice in new media combined with historical grounding in pre-digital media studies. This program prepares students for positions in research, teaching and program development, including web design, multimedia production, distributed education, entertainment, publishing, information architecture and visualization.

[Read More »](#)

CURRICULUM

The Texts and Technology PhD program requires five core courses (15 credit hours), ~~six~~ three Interdisciplinary elective courses within the Texts and Technology course offerings (~~9~~ 18 credit hours), three courses in an Area of Specialization (9 credit hours), two courses in the internship and teaching area (6 credit hours), three credit hours for candidacy examination, and at least 15 credit hours of dissertation work for a total of at least 57 semester hours of credit taken at UCF beyond the master's degree.

Total Credit Hours Required:

57 Credit Hours Minimum beyond the Master's Degree

Students must write a dissertation on their research that will explain and defend a significant original contribution to the field of Texts and Technology. Students choose their dissertation adviser and committee from within the program. Students will submit at least one substantial scholarly article to a national peer-reviewed journal with the approval and assistance of the dissertation chair and the director of the doctoral program.

Required Courses—15 Credit Hours

Core – 12 Credit Hours

- ENG 6800 Introduction to Texts and Technology (3 credit hours)
- ENG 6810 Theories of Texts and Technology (3 credit hours)
- ENG 6801 Texts and Technology in History (3 credit hours)
- ~~ENG 6812 Research Methods for Texts and Technology (3 credit hours)*~~
- DIG 6836 Design and Development for Texts and Technology (3 credit hours)

~~* Students may substitute ENG 6812 with an alternate 6000-level research methods course in another discipline, subject to approval by the program director.~~

Research Methods – 3 Credit Hours

Select one course from the list below, or an alternate 6000-level methods course subject to approval by the instructor and the Texts & Technology Program Director.

- ENG 6812 Research Methods for Texts and Technology (3 credit hours)
- DIG 6825 Research Methods for Digital Media (3 credit hours)
- ENC 6720 Research Methods in Rhetoric & Composition (3 credit hours)
- HIS 6159 Historiography (3 credit hours)

Interdisciplinary Elective Courses—18 Credit Hours

~~Eighteen hours of advised interdisciplinary electives are required for students in the PhD Program in Texts and Technology. This requirement encourages students to find graduate-level coursework best suited to develop their research agendas and to prepare for their dissertation. Sample electives include:~~

- ~~DIG 6432 Transmedia Story Creation (3 credit hours)~~
- ~~DIG 6647 Science and Technology of Dynamic Media (3 credit hours)~~
- ~~ENC 5225 Theory and Practice of Document Usability (3 credit hours)~~
- ~~ENC 6428 Rhetoric of Digital Literacy (3 credit hours)~~
- ~~ENC 6426 Visual Texts and Technology (3 credit hours)~~
- ~~ENC 6740 Topics in Rhetoric and Composition (3 credit hours)~~
- ~~ENG 6814 Gender in Texts and Technology (3 credit hours)~~
- ~~ENG 6811 Cultural Contexts in Texts and Technology (3 credit hours)~~
- ~~ENG 6939 Topics in Texts and Technology (3 credit hours)~~
- ~~ENG 6948 Teaching Practicum in Texts and Technology (3 credit hours)~~
- ~~DIG 5137 Information Architecture (3 credit hours)~~

Elective Courses—18 Credit Hours

Area of Specialization – 9 credit hours

After 18 credit hours in the program, students are expected to select an Area of Specialization. Students are required to select 9 credit hours from the Area of Specialization as noted below, or other graduate courses in the discipline subject to approval by the instructor and the Texts & Technology Program Director.

Digital Humanities

(ENG 6812 Research Methods for Texts and Technology (3 credit hours) is the recommended Methods course.)

- DIG 5137 Information Architecture (3 credit hours)
- DIG 6546 Previsualization and Concept Development (3 credit hours)
- DIG 6647 Science and Technology of Dynamic Media (3 credit hours)
- ENC 5225 Theory and Practice of Document Usability (3 credit hours)
- ENC 6426 Visual Texts & Technology (3 credit hours)

- ENC 6428 Rhetoric of Digital Literacy (3 credit hours)
- ENC 6939 Topics in Texts & Technology (may be repeated for credit) (3 credit hours)
- ENG 6806 Digital Editing and Databases (3 credit hours)
- ENG 6811 Cultural Contexts in Texts & Technology (3 credit hours)
- ENG 6814 Gender in Texts & Technology (3 credit hours)
- ENG 6948 Teaching Practicum in Texts and Technology (3 credit hours)

Digital Media

(DIG 6825 Digital Media Research Methods (3 credit hours) is the recommended Methods course.)

- DIG 5137 Information Architecture (3 credit hours)
- DIG 6182 Digital Interaction for Informal Learning (3 credit hours)
- DIG 6546 Previsualization and Concept Development (3 credit hours)
- DIG 6605 Physical Computing (3 credit hours)
- DIG 6647 Science and Technology of Digital Media (required) (3 credit hours)
- ENC 5225 Theory and Practice of Document Usability (3 credit hours)
- ENC 6296 Writing and Designing Online Help Systems (3 credit hours)
- ENC 6428 Rhetoric of Digital Literacy (3 credit hours)

Public History

(HIS 6159 Historiography (3 credit hours) is the recommended Methods course if the student does not hold an MA in history. If student holds an MA in history, the recommended Methods course is ENG 6812 Research Methods for Texts and Technology (3 credit hours)).

- AMH 5378 History of Technology (3 credit hours)
- AMH 5xxx U.S. Environmental History (3 credit hours)
- AMH 6346 Seminar in the History of American Automobility (3 credit hours)
- AMH 6429 Seminar in Community and Local History (3 credit hours)
- AMH 6592 Seminar in Oral History (3 credit hours)
- HIS 5067 Introduction to Public History (3 credit hours)
- HIS 5083 Cultural Heritage Management (3 credit hours)
- HIS 6068 Seminar in Documentary Editing and New Media (3 credit hours)
- HIS 6096 Seminar in Historic Preservation (3 credit hours)
- HIS 6165: Digital Tools for Historians (3 credit hours)
- HIS 6942 Public History Internship (3 credit hours)

Rhetoric and Composition

(ENC 6720 Research Methods in Rhetoric & Composition (3 credit hours) is the recommended Methods course.)

- ENC 6335 Rhetorical Traditions (required) (3 credit hours)
- ENC 5705 Theory and Practice in Composition (3 credit hours)
- ENC 6245 Teaching Professional Writing (3 credit hours)
- ENC 6333 Contemporary Rhetoric and Composition Theory (3 credit hours)
- ENC 6339 Rhetoric of Digital Literacy (3 credit hours)
- ENC 6339 Rhetorical Movements (3 credit hours)

- ENC 6712 Studies in Literacy and Writing (3 credit hours)
- ENC 6811 Cultural Contexts in Texts and Technology (3 credit hours)
- ENC 6945 Community Literacy Practicum (3 credit hours)

Scientific and Technical Communication

(ENG 6812 Research Methods for Texts and Technology (3 credit hours) is the recommended Methods course.)

- ENC 6261 Technical Writing: Theory and Practice (required) (3 credit hours)
- ENC 5225 Theory and Practice of Document Usability (3 credit hours)
- ENC 5xxx Literature of Science and Technology (3 credit hours)
- ENC 6217 Technical Editing (3 credit hours)
- ENC 6292 Project Management of Technical Writers (3 credit hours)
- ENC 6296 Production and Publication Methods (3 credit hours)
- ENC 6296 Writing and Designing Online Help Systems (3 credit hours)
- ENC 6425 Hypertext Theory and Design (3 credit hours)

Interdisciplinary Electives – 9 credit hours

Students select 9 credit hours of interdisciplinary electives from any Area of Specialization, or from other departments within the University, subject to approval by the instructor and the Texts & Technology Program Director. This requirement encourages students to find graduate-level coursework best suited to develop their research agendas and to prepare for their dissertation.

Dissertation—18 Credit Hours

Candidacy Examination—3 Credit Hours

- ENC 7919 Doctoral Research (3 credit hours)

Students are admitted to doctoral candidacy status upon completion of a written examination with three parts—one part based on a reading list reviewed biennially by the Texts and Technology faculty and the other two parts based on reading lists prepared by each student and approved by the examination committee. The candidacy examination for each student is written and evaluated by a committee of three UCF graduate faculty chosen by the student; however, at least two members of each candidacy examination committee must be members of the Texts and Technology core faculty. Students must be registered for ENC 7919 during the semester in which they take their candidacy examination and they must find a Texts and Technology core faculty member to serve as the chair of their examination during the semester before taking ENC 7919. Students cannot register for dissertation credit ENC 7980 until the semester after they have successfully completed the candidacy examination. Students who fail the candidacy examination a second time cannot continue in the program.

Admission to Candidacy

The following are required to be admitted to candidacy and enroll in dissertation hours:

- Completion of all course work, except for dissertation hours.
- Successful completion of the candidacy examination.
- The dissertation advisory committee is formed, consisting of approved graduate faculty and graduate faculty scholars.
- Submittal of an approved program of study.

Dissertation and Oral Defense—15 Credit Hours

- ENC 7980 Doctoral Dissertation (15 credit hours)

Students choose their dissertation adviser and committee from among the faculty in the Texts and Technology PhD program. They choose the adviser and committee after they have completed approximately 27 credit hours toward the degree or after the first year-and-a-half of course work. All dissertation committee members, including outside readers, must hold a PhD or another relevant terminal degree.

Students must write a dissertation on their research that will explain and defend a significant original contribution to the field of Texts and Technology. It may be of a theoretical, historical or pragmatic nature, but must meet conventional academic standards. Students are required to submit and defend a written dissertation proposal during the first year in dissertation. The dissertation committee administers the candidate's oral defense of the dissertation, with passing determined by acceptance by a majority of the committee. The dissertation adviser, the dissertation committee and the dean of the college or designee must approve the final dissertation. Format approval is required from the Thesis and Dissertation Office and final approval of degree requirement completion by the College of Graduate Studies (Millican Hall 230).

Students will submit at least one substantial scholarly article to a national peer-reviewed journal with the approval and assistance of the dissertation chair and the director of the doctoral program.

Internship and Practicum—6 Credit Hours

- ENG 6813 Teaching Online in Texts and Technology (3 credit hours)
- ENG 6947 Internship in Texts and Technology (3 credit hours)

Application Requirements

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the [Admissions](#) section of the Graduate Catalog. Applicants must [apply online](#). All requested materials must be submitted by the established deadline.



Program Recommendation Form

This form is to be used to revise, add, suspend, or delete degree programs, tracks, or certificate programs. If there are changes to a program and the changes will affect the program tracks also, one form may be used for this type of change.

PLEASE NOTE: The deadline for new tracks or certificates is February 1 of each year. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are due by March 15. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy showing changes (use Track Changes in Word).

CAH

College/Unit(s) Submitting Proposal:

Catalog 2014-15

Proposed Effective Term/Year:

Department of English

Unit(s) Housing Program:

English MA, Technical Communication Track

Name of program, track and/or certificate:

Brief description of program (this description will show up in the graduate catalog copy): *Do not add complete catalog copy here.*

The Technical Communication track in the Master of Arts in English program is completely online and provides students with theoretical and applied skills in such areas as technical writing, visual design, usability, ethics, stylistics, computer documentation, international communication, and the rhetoric of science.

DELIVERY - Will program be delivered:



Face to face



Completely online



Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

No changes

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

No changes

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

James Campbell, james.campbell@ucf.edu, 407.823.5329, 411H Colbourn Hall,

<http://english.cah.ucf.edu/graduate/>

Please check one: this action affects a: ☐ Program ☒ Track ☐ Certificate

Please check one: this action is a(n):

☐ Addition. Please proceed to Part A.

☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☒ Inactivation

☐ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.

Signature Page

RECOMMENDATIONS

☒ Yes ☐ No Department Chair: Pat Murphy Date: 10/28/13
☒ Yes ☐ No College Curriculum Committee Chair: Dr. Pamela Rogers Date: 11/18/13
☒ Yes ☐ No College Dean: Forrest B. Fernandez Date: 11/18/13
☒ Yes ☐ No Chair or GSC: Joshua Dupont Date: 12/2/13
☒ Yes ☐ No Dean, College of Graduate Studies: C. Ross Quirkle Date: 12-2-13

APPROVAL

Provost and Executive Vice President: [Signature] Date: 12-6-13

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies

EXPLANATIONS

☐ Yes ☐ No Department Chair: _____ Date: _____
☐ Yes ☐ No College Curriculum Committee Chair: _____ Date: _____
☐ Yes ☐ No College Dean: _____ Date: _____
☐ Yes ☐ No Chair or GSC: _____ Date: _____
☐ Yes ☐ No Dean, College of Graduate Studies: _____ Date: _____

DESCRIPTION OF CHANGES

The MA English, Technical Communication track changes are to add a non-thesis option plus several course additions to the restricted electives. Current students may remain in their catalog year or change their catalog year to the non-thesis option.

Part A – For additions or revisions of programs, tracks or certificates

Brief statement of rationale: (Please indicate the rationale, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate.)

The fact that there are only four core graduate faculty members in the Technical Communication track, combined with continued growth in the number of students enrolled, has caused a considerable overload in thesis direction and committee work. Making the thesis optional, as it is in the other track of the English MA program, will help to alleviate this problem and allow faculty to spend more time with students who really want to write a thesis. Additionally, we wish to expand the list of available restricted electives. Doing so will help to meet the slightly increased demand for classes that the non-thesis option will cause.

For Revisions:

Brief listing of Program Changes: (Please indicate the changes in bullet format. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

- We wish to make the thesis/project, which is currently required in the Technical Communication track, into an option. Students may either write a thesis/project or take an additional class within the Technical Communication curriculum.
- We wish to add the following existing classes to the list of restricted electives:
 - ENC 6338 The Rhetorics of Public Debate
 - ENC 6425 Hypertext Theory and Design
 - ENC 6335 Rhetorical Traditions
 - LIN 5675 English Grammar and Usage
 - LIT 6435 Rhetoric of Science

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

No change

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

Current students will automatically remain with their catalog year and thus continue to have a thesis/project requirement. They may choose to change their catalog year if they wish to take the non-thesis option.

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☐ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a “teach out” plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The “teach out” plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester. Please delete course prefixes and numbers in this section if no teach out plan is required.

Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ E-mails showing consultation with other units. (if applicable)

CURRICULUM

Total Credit Hours Required:

33 Credit Hours Minimum beyond the Bachelor's Degree

Each student must complete at least 33 credit hours of coursework including 15 credit hours of required courses and 15 credit hours of elective courses. Near the end of the degree program, each candidate will write a comprehensive examination, and either complete ~~either~~ a thesis option, ~~or~~ a nonthesis option with a research project, approved by the faculty or a nonthesis option consisting of an additional 6000-level three credit hour Technical Communication course taught by the Department of English.

~~The Technical Communication track requires either a thesis or a research study, which is approved by the graduate faculty and which requires extensive independent research and a final paper detailing the subject, purpose, scope, methodology, and conclusions of the study.~~

Required Courses—15 Credit Hours

- ENC 6297 Production and Publication Methods (3 credit hours)
- ENC 5337 Rhetorical Theory (3 credit hours)
- ENC 6217 Technical Editing (3 credit hours)
- ENC 6261 Technical Writing: Theory and Practice (3 credit hours)
- ENG 5009 Methods of Bibliography and Research (3 credit hours)

Elective Courses—15 Credit Hours

Restricted—9 Credit Hours

- ENC 6257 Graphics in Technical Writing (3 credit hours)
- ENC 6306 Persuasive Writing (3 credit hours)
- ENC 6247 Proposal Writing (3 credit hours)
- ENC 6244 Teaching Technical Writing (3 credit hours)
- ENC 6292 Project Management for Technical Writers (3 credit hours)
- ENC 6296 Writing and Designing Online Help Systems (3 credit hours)
- ENC 6338 The Rhetorics of Public Debate (3 credit hours)
- ENC 6425 Hypertext Theory and Design
- ENC 6335 Rhetorical Traditions
- LIN 5675 English Grammar and Usage
- LIT 6435 Rhetoric of Science

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Unrestricted—6 Credit Hours

Students in consultation with the graduate adviser, will choose two graduate-level English courses or approved courses from outside the department.

Thesis Option—3 Credit Hours

Students complete a formal thesis selected-written in consultation with an advisory committee and will meet both departmental and university requirements for the thesis.

- ENC 6971 Thesis (3 credit hours)

Nonthesis Options—3 Credit Hours

Students will enroll in directed research and complete a research project approved by an advisory committee. This project will be on a topic in technical communication and in a format other than that of a traditional thesis.

- ENC 6918 Directed Research (3 credit hours)

Or students will enroll in an additional ⁶⁰⁰⁰ ~~2~~-level class in technical communication taught by the English Department.

Comprehensive Examination

The comprehensive examination is a written exam based on four of the core courses (excluding ENG 5009) ~~and two concentration areas designed by the student.~~

INDEPENDENT LEARNING

Both the thesis and special project options of the Master's in English, Technical Communication Track require students to conduct original research and to produce a final paper detailing the subject, purpose, scope, methodology, and conclusions of the study, thus, providing students the opportunity to engage in independent learning.

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Program Recommendation Form

This form is to be used to revise, add, suspend, or delete degree programs, tracks, or certificate programs. If there are changes to a program and the changes will affect the program tracks also, one form may be used for this type of change.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy showing changes (use Track Changes in Word).

College/Unit(s) Submitting Proposal: Rosen College of Hospitality Management

Proposed Effective Term/Year: Fall 2014

Unit(s) Housing Program: Rosen College

Name of program, track and/or certificate: M.S. in Hospitality & Tourism Mgmt - MD Track

Brief description of program (this description will show up in the graduate catalog copy): *Do not add complete catalog copy here.*

The Master of Science in Hospitality and Tourism Management enables students to build on their strengths and interests; broadens their knowledge of the industry; sharpens their management skills; and incorporates their professional and extracurricular experiences. Students enrolled in the MD track will witness and experience adoptable elements to effect a cultural change in the practice of medicine vis-a-vis the concept of hospitality and service-oriented business models.

DELIVERY - Will program be delivered: ☐ Face to face ☐ Completely online ☒ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Admission to the MD track is available in the fall and summer sessions only.

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Application requirements for the MD track are different from the program and thesis/non-thesis tracks. Applicants must first be admitted into the UCF MD program, and may then be admitted into the Master's - MD track.

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Paul D. Rompf; paul.rompf@ucf.edu; 407.903.8027; 9907 Universal Blvd, Orlando, FL 32819,

Room 270; www.hospitality.ucf.edu / Richard Peppler; pep@ucf.edu; 407.266.1101; 6850 Lake Nona Blvd, Room 313J, Orlando, FL 32827

Please check one: this action affects a: ☐ Program ☒ Track ☐ Certificate

Please check one: this action is a(n):

- ☒ Addition. Please proceed to Part A.
- ☐ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

Master's in Hospitality and Tourism Management - MD Track

- ☐ Inactivation
- ☐ Temporary Suspension of Admissions. Give Length of Suspension:

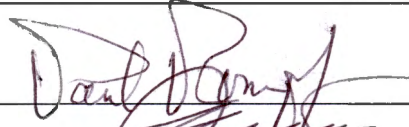
Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

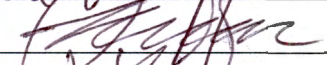
Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

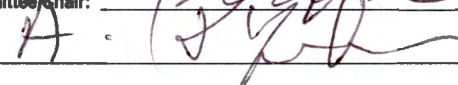
If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.

Signature Page

RECOMMENDATIONS

☒ Yes ☐ No Department Chair:  Date: 9/7/2013

☒ Yes ☐ No College Curriculum Committee Chair:  Date: 11/15/2013

☒ Yes ☐ No College Dean:  Date: 11/15/2013

☐ Yes ☐ No Chair or GSC: _____ Date: _____

☐ Yes ☐ No Dean, College of Graduate Studies: _____ Date: _____

APPROVAL

Provost and Executive Vice President: _____ Date: _____

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies

Part A – For additions or revisions of programs, tracks or certificates

Brief statement of rationale: (Please indicate the rationale, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate.)

Students aspiring to obtain the UCF MD degree have multiple career path options. Specialized training in services and hospitality industry related fields is highly valued for those whose career path will most likely take them to large healthcare institutions or academic health science centers. Acquiring/honing the skill sets obtained in the MS Hospitality Program will be most advantageous. A recent survey found a significant number of currently enrolled MD students expressing support for such an opportunity.

For Revisions:

Brief listing of Program Changes: (Please indicate the changes in bullet format. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. **Remember to attach the catalog copy showing changes, using Track Changes in Word.**)

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☐ No

Page 5 of UCF Program Recommendation Form

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

UCF faculty in the Rosen College of Hospitality and College of Medicine.
See bios attached.

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

UCF Rosen College graduate students will be unaffected by the addition of the MD track. A limited number of MD students will elect to participate in this dual degree program and the impact on existing Thesis/Non-thesis track students is expected to be negligible. No additional Rosen College courses are being added to the current M.S. plan of study to create the new track.

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

A meeting was held in March 2013 between the Deans and Academic Associate Deans of the College of Medicine and the Rosen College of Hospitality Management. Subsequently, meetings of Associate/Assistant Deans were held to discuss the curriculum options for students in the MD program to obtain a MS Degree in Hospitality. The Rosen College developed the MD track using a revised master's program of study moving forward for adoption and implementation in 2014. Restricted electives from from the MD program have been added to the Restrictive Elective section for the MD track. The respective curriculum committees from both colleges have passed the new track.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

A new population of graduate students will find the MD track attractive. Specifically, students who aspire to be employed in Academic Medical Centers or large healthcare corporations will be attracted to obtain this degree to enhance their service industry skill set. The only licenser requirement will be Board Certification in the specific medical discipline and fulfillment of state licensing requirements.

	Year 1	Year 2	Year 3
Headcount	4	8	12
SCHs	96	192	288

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

Management of Healthcare corporations or Academic Medical Centers - Medical Director, CEO

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1	N/A				
Year 2	N/A				
Year 3	N/A				

Checklist of items to be provided:

- ☒ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☒ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☒ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a "teach out" plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The "teach out" plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester. **Please delete course prefixes and numbers in this section if no teach out plan is required.**

Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ E-mails showing consultation with other units. (if applicable)

MD Track addition to the M.S. in Hospitality and Tourism Management degree to be implemented in the fall 2014

CURRICULUM

The Hospitality and Tourism Management MS program requires a minimum of 33 credit hours for students who choose the MD track. This restricted admission MD track has 18 credit hours of required core courses, and a minimum of 15 credit hours of restricted electives.

Total Credit Hours Required:

33 Credit Hours Minimum beyond the Bachelor's Degree

Candidates for the MS degree are constantly challenged with numerous requirements to engage in independent learning throughout the program of study through special projects and papers. For example, the capstone course, HFT 6296 Hospitality/Tourism Strategic Issues requires a critical strategic audit project and a reflective paper. The project demonstrates a range of cross-discipline knowledge and analytical skills to perform an executive level analysis of an enterprise. The reflective paper has guiding questions that are subjective in nature and successful completion requires a thorough, insightful, and well-articulated document that describes the learner's value proposition to industry and society.

Required Courses—18 Credit Hours

- HFT 6245 Managing Hospitality and Guest Services Organizations (3 credit hours)
- HFT 6477 Financial Analysis of Hospitality Enterprises (3 credit hours)
- HFT 6596 Strategic Marketing in Hospitality and Tourism (3 credit hours)
- HFT 6228 Critical Issues in Hospitality Human Resources (3 credit hours)
- HFT 6296 Hospitality/Tourism Strategic Issues (3 credit hours)
- HFT 6738 Hospitality/Tourism Data Analysis

Elective Courses—3 Credit Hours

All master's students must complete at least one course (three credit hours) from the specified list below. Students in the MD track will take an additional 12 credit hours from the list for a total minimum of 15 credit hours of electives.

- FSS 6365 Management of Food Service Operations (3 credit hours)
- HFT 6251 Management of Lodging Operations (3 credit hours)
- HFT 6710 International Tourism Management (3 credit hours)
- HFT 6586 Research Methods in Hospitality and Tourism (3 credit hours)
- HFT 6227 Advanced Training and Development in the Hospitality Industry (3 credit hours)
- HFT 6291 Hospitality Entrepreneurship (3 credit hours)
- HFT 6446 Hospitality/Tourism Information Technology (3 credit hours)
- HFT 6529 Vacation Ownership Resort Sales Management (3 credit hours)
- HFT 6566 Principles of Destination Marketing and Management (3 credit hours)
- HFT 6533 Hospitality/Tourism Industry Brand Management (3 credit hours)
- HFT 6608 Hospitality/Tourism Law and Ethics Seminar (3 credit hours)
- HFT 6476 Feasibility Studies for the Hospitality/Tourism Enterprises (3 credit hours)
- HFT 6319 Convention Center Management (3 credit hours)
- HFT 6636 Hospitality/Tourism Risk Management (3 credit hours)

- HFT 6267 Case Studies in Restaurant Management (3 credit hours)
- HFT 6347 Advanced Vacation Ownership Resort Planning (3 credit hours)
- HFT 6529 Vacation Ownership Resort Sales Management (3 credit hours)
- HFT 6528 Convention and Conference Sales and Services (3 credit hours)
- HFT 6707 Travel and Tourism Economics (3 credit hours)
- HFT 6738 Tourism Industry Analysis (3 credit hours)
- HFT 6756 Mega-Events (3 credit hours)
- HFT 6797 Event Administration (3 credit hours)
- HFT 6247 Organizational Communication in Hospitality/Tourism Enterprises (3 credit hours)
- C-1 Psychosocial Issues in Healthcare (4 credit hours)
- I-2 Focused Individual Research Experience (5 credit hours)

Application Requirements

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the [Admissions](#) section of the Graduate Catalog. Applicants must [apply online](#). All requested materials must be submitted by the established deadline.

Admission to the M.S. in Hospitality and Tourism Management program is restricted each semester to individuals showing high promise of success in postgraduate studies. In addition to the requirements noted below, other indicators of promise include the applicant's extracurricular activities, work experience, job responsibilities, and leadership experience, which will be considered in making admissions decisions.

Application requirements for the MD track are different from the Program and Thesis/Non-Thesis Tracks. Specifically students accepted to the UCF medical school may apply for the program in the summer term before matriculation or at any time during their MD program whereby they begin the program either in the summer or fall semesters.

In addition to the [general UCF graduate application requirements](#), applicants to this MD track program must provide:

- One official transcript (in a sealed envelope) from each college/university attended.
- Official, competitive score on MCAT taken within the last five years.
- Goal statement.
- Résumé.
- Three letters of recommendation.
- Applicants applying to this program who have attended a college/university outside the United States must provide a course-by-course credential evaluation with GPA calculation. Credential evaluations are accepted from [World Education Services \(WES\)](#) or [Josef Silny and Associates, Inc.](#) only.

The Rosen College of Hospitality Management requires a higher level of proof of English language proficiency than the university. If an applicant is from a country where English is not the official language, a score on the Test of English as a Foreign Language (TOEFL) or equivalent test that is acceptable to the university must be submitted by the application deadline regardless of the institution or the country from which their degree(s) was received.

The UCF Rosen College has established a minimum TOEFL score of 83 (iBT), 220 (Computer), or 560 (Paper). Although we prefer the TOEFL, we will accept IELTS scores of 7.0 or higher as an equivalent.

Prerequisites

For students with undergraduate majors in Hospitality Management or Business Administration, there will be no undergraduate course prerequisites, provided they have successfully completed an undergraduate course in statistics with a grade of "C" or higher.

UCF MD applicants with an undergraduate degree in a discipline other than Hospitality Management or Business Administration, the following three undergraduate courses are required to be completed with a grade of "B" or higher within the first year of course work in the program:

- HFT 3540 Guest Services Management
- HFT 4295 Strategic Management in Hospitality Industry
- HFT 3431 Hospitality Industry Managerial Accounting

These students would also have to have successfully completed an undergraduate course in statistics with a grade of "C" or higher within the first year of course work in the program.

Application Deadlines

Hospitality and Tourism Management MS	Fall	Summer
Domestic Applicants	Jul 15	Apr 15

Proposed Master's Degree in Hospitality & Tourism – MD Track
Implementation in Fall 2014

**M.S. Non Thesis Track
Core (6) / Elective (5)
33 SCH**

Core:

HFT 6228 HOSP CRIT HR ISS
HFT 6245 MGMT HOSP & GST SRV
HFT 6296 STRA ISS HOSP/TOUR
HFT 6477 FIN ANAL HOSP ENT
HFT 6596 STRA MRKT HOSP/TOUR
HFT 6xxx HOSP/TOUR DATA ANALYSIS

Electives:

Select 5 courses from the below list

Elective Courses

FSS 6365 Mgmt Food Svc Ops
HFT 6227 Advanced Train & Develop
HFT 6247 Org Comm HSP/TOUR
HFT 6251 Mgmt Lodging Ops
HFT 6267 Case Stud Rest Mgmt
HFT 6291 Hosp Entrepreneurship
HFT 6319 Conv Cntr Mgmt
HFT 6347 Advan Vac Own Resort Pln
HFT 6446 Hsp/Tour Info Tec
HFT 6476 Feas Stud Hsp/Tour
HFT 6529 Vac Own Resort Sales Mgmt
C-1 Psychosocial Issues in Healthcare

HFT 6528 Conv & Conf Sales
HFT 6533 Hsp/Tour Bran Mgmt
HFT 6566 Prin Dest Mktg & Mgmt
HFT 6586 Res Meth Hosp/Tour
HFT 6608 Hosp/Tour Law/Ethic Sem
HFT 6636 Hosp/Tour Risk Mgmt
HFT 6707 Trav/Tour Econ
HFT 6710 Intl Tourism Mgmt
HFT 6738 Tourism Industry Analysis
HFT 6756 Mega-Events
HFT 6797 Event Admin
I-2 Focused Individual Research Experience

Rosen College of Hospitality Management Graduate Faculty

Dr. Abraham Pizam is Dean and Linda Chapin Eminent Scholar Chair in Tourism Management in the Rosen College of Hospitality Management, at the University of Central Florida, Orlando, Florida, U.S.A. Professor Pizam is widely known in the field of Hospitality and Tourism Management and has conducted research projects, lectured, and served as a consultant in more than 30 countries. He has held various academic positions, in the U.S.A, U.K., France, Austria, Australia, New-Zealand, Singapore, Israel and Switzerland, has authored more than 150 scientific publications and ten books, is the Editor-in-Chief of the International Journal of Hospitality Management and serves on the editorial boards of 20 academic journals. Professor Pizam has conducted consulting and research projects for a variety of international, national and regional tourism organizations.

Dr. Ady Milman is a Professor in the Rosen College of Hospitality Management at the University of Central Florida. Following his career as a travel agent, he earned a Bachelor's degree in Political Science at the University of Tel-Aviv, a Master's degree in Tourism Planning and Development from the University of Surrey in England, and a Ph.D. in Business Administration from the University of Massachusetts at Amherst. His background includes extensive research, consulting, publications, public speaking, and presentations in the fields of marketing, strategic management, hospitality and tourism. During his tenure at UCF, he has also served as the Director of the Dick Pope Sr. Institute for Tourism Studies, a research arm of the College.

Dr. Youcheng Wang is a Professor and Associate Dean of Academic Affairs & Research at the Rosen College of Hospitality Management at University of Central Florida. Dr. Wang's research interest focuses on hospitality marketing, destination marketing and management, customer relationship management, information search behavior, collaborative strategies, and technology management. He is the author of 3 books and more than 100 scientific publications. He is the co-editor of Journal of Destination Marketing and Management, and is on the Editorial Board of 9 international academic journals in the domain of hospitality and tourism marketing and management.

Dr. Tadayuki Hara, an associate professor & senior research fellow at the Dick Pope Sr. Institute for Tourism Studies, joined the UCF Rosen College of Hospitality Management in 2005 from School of Hotel Administration at Cornell University. From 2008-2010, he served as interim associate dean, and in 2010 was named associate dean of finance and administration. Before his career in academia, he spent 19 years working in global wholesale investment banking and foreign services.

Dr. Robertico Croes currently serves as the Chair of the Tourism, Events & Attractions department as well as the Associate Director of the Dick Pope Sr. Institute for Tourism Studies at the Rosen College. His fields of interest include: econometrics applications in hospitality, tourism demand analysis/forecasting, tourism economic impact, competitive and sustainable tourism in tourism development analysis, tourism development applied to poverty alleviation and tourism development in small islands and developing countries.

Dr. Joe Hutchinson is Associate Professor and Chair of the Department of Foodservice and Lodging Management. Prior to his post with the Rosen College, Dr. Hutchinson was a member of the Rosen

College faculty at the UCF Daytona Campus. Dr. Hutchinson has a number of years of management consulting experience with large international accounting/consulting firms. He also was involved in the management of both chain and independently operated casual theme restaurants.

Dr. Fevzi Okumus is the Chair of the Hospitality Services Department at the Rosen College. His research focuses on strategy implementation, change management, competitive advantage, learning organizations, knowledge management, crisis management, cross-cultural management, destination marketing and developing countries. Dr. Okumus has been widely published in leading journals.

Dr. Deborah Breiter is a Professor in the Tourism, Events and Attractions Department with the Rosen College and holds the endowed position in Convention and Conference Management. Her teaching focus is conventions and trade shows. She spearheaded the introduction of the first Bachelor of Science in Event Management in the United States. There are now more than 1,200 students enrolled in this degree program.

Dr. Alan Fyall is Visiting Professor at the Rosen College of Hospitality Management, University of Central Florida. Prior to arriving in the USA, Alan was Professor in Tourism and Deputy Dean Research & Enterprise in the School of Tourism, Bournemouth University in the UK. He has published widely in his fields of expertise and is the author of over 100 articles, book chapters and conference papers as well as 14 books including *Tourism Principles & Practice*, one of the leading international textbooks on the subject published by Pearson.

Dr. Dana Tesone has been a faculty member of the Rosen College of Hospitality Management at the University of Central Florida since 2001. Prior to joining Rosen College, Dr. Tesone taught at the University of Hawaii, Nova Southeastern University, and the Art Institute of Fort Lauderdale. His research interests include: Human Resource Management; Applied Management; and Asynchronous Learning Networks (ALN).

Dr. Po-Ju Chen, U.S. Fulbright Scholar, joined the University of Central Florida in 2002. She received both her Doctorate and Master's degrees in Leisure Studies and Hotel, Restaurant and Institutional Management from Pennsylvania State University. Dr. Chen focuses on hospitality and tourism community outreach, on a national and international scale. She served as the 2010 President of the Florida/Caribbean Chapter of Council of Hotel, Restaurant and Institutional Educators (FL-Caribbean CHRIE).

Dr. Jill Fjelstul is an Associate Professor at the UCF Rosen College of Hospitality Management. She joined the faculty in August, 2005, completing her doctorate in Curriculum and Instruction from the UCF College of Education in January, 2006. Her research interests are aligned with the RV industry, golf and club management, and online education.

Dr. Wilfried Iskat joined the Rosen College as an Associate Professor in 2004. He now teaches both undergraduate and graduate courses in lodging and hotel management. His academic interests focus on practical applications of research in guest service management. Dr. Iskat hopes his extensive experience and passion will prepare the next generation of future hospitality leaders.

Dr. David Kwun has been faculty member of the Rosen College of Hospitality Management at the University of Central Florida since 2006. Prior to Rosen College, Dr. Kwun taught at the University of Mississippi and Iowa State University. His research interests include: Service Quality, Satisfaction, Customer Value; Hospitality Education; Branding Strategy; Experience, Self Image, Variety-Seeking Behavior; and Brand Portfolio Management.

Dr. Kevin Murphy has been a faculty member of the Rosen College of Hospitality Management at the University of Central Florida since 2003. Prior to Rosen College, Dr. Murphy taught at James Madison University and Virginia Polytechnic Institute and State University. His research interests include: strategic management and human resources in the restaurant and foodservice industry including: competitive methods, competitive advantage, co-alignment, resource based view, human resource high performance work practices; compensation; performance and financial performance measurements; operational design; leadership; training and development.

Dr. Khaldoon Nusair is an Associate Professor at the Rosen College of Hospitality Management, University of Central Florida. He earned his Ph.D. in Hospitality Management with Information Systems, E-commerce, & Research Methodology concentration from The Ohio State University, in Columbus, OH. He holds two Master of Science degrees both from The State University of New York at Stony Brook; the first in Technological Systems Management and the second in Management Information Systems. In addition, he holds the New York State Advanced Certificate in Information Systems. His Bachelor of Science in Administrative Sciences was from Yarmouk University, Jordan.

Dr. Paul Rompf has been faculty member of the Rosen College of Hospitality Management at the University of Central Florida since 2002. Prior to Rosen College, Dr. Rompf taught at the University of South Carolina, University of Southern Mississippi, Australian International Hotel School, and Georgia Southern University. His research interests include: marketing strategies and tactics; brand management; consumer behavior and purchase decision strategies; and hospitality operational metrics

Dr. Denver Severt has had 25 years experience in all phases of the restaurant industry from front-line service positions to general manager positions. Denver's research interests involve linking customer and employee satisfaction programs. Denver's dissertation work involved the creation of The Customer's Path to Loyalty which Denver has taught to company's regarding customer satisfaction and employee satisfaction.

Dr. Duncan Dickson has a long history of expertise in the training and development arena. He holds a doctorate in Educational Leadership from UCF, a Master's degree from Cornell University and a Bachelor of Arts from the University of Maryland. He has been with the Rosen College since 1997, teaching Human Resource Management, Communications, Theme Park electives, Tourism Geography, Training & Development, Guest Services Management and Leadership and Strategy (Adjunct Instructor '97-2001; Assistant Professor since 2001).

Dr. Amy Gregory has been a faculty member of the Rosen College of Hospitality Management at the University of Central Florida since 2005. Dr. Gregory has more than 20 years of lodging and service industry experience in international business development, sales, marketing, and revenue management.

Prior to Rosen College, Dr. Gregory taught at Florida Metropolitan University and Mercer University. Her research interests include: Timeshare/Vacation Ownership; Revenue Management; and Conjoint Analysis.

Dr. Juhee Kang joined the Rosen College of Hospitality Management at UCF in 2012. She earned her Doctorate in Hospitality Management from Iowa State University. She is a Certified Hospitality Educator (CHE) according to standards achieved through the Educational Institute of the American Hotel & Lodging Association Educational Institute. Dr. Kang teaches Hospitality and Tourism Marketing at the Rosen College. Her research interests have focused on social media marketing, consumer behavior, brand image, and brand experience. She has research publications in the International Journal of Hospitality Management, Journal of Hospitality & Tourism Research, Journal of Food Service, and Journal of Convention & Event Tourism.

Dr. Ji-Eun Lee joined the Rosen College of Hospitality Management in August 2010. Prior to joining the University of Central Florida, she taught HTM 241 Managerial Accounting and Financial Management in the Service Industries at Purdue University. She received her Ph.D. and M.S. in the Department of Hospitality and Tourism Management at Purdue University, as well as a Master of Financial Management in the School of Finance and Applied Statistics at the Australian National University.

Dr. Ahmet Ozturk joined the Rosen College of Hospitality Management as an Assistant Professor in August 2011. He holds a Ph.D. in Hospitality Administration with Hospitality Information Systems concentration from Oklahoma State University, Stillwater Oklahoma. Dr. Ozturk earned his Masters of Science degree in Tourism and Hotel Management from Mersin University, Turkey, and Bachelor of Science in Tourism and Hotel Management from Anadolu University, Turkey. His teaching areas include; hospitality information systems, lodging operations, guest services management and destination management and marketing. His research focuses on information technology adoption, e-commerce, m-commerce and destination marketing.

Dr. Hee Jung Ro joined the UCF Rosen College as an Assistant Professor in 2007. She earned her Doctorate in Hospitality Management from the Pennsylvania State University. Her research interests include service encounters in the services marketing and management context, with a focus on customer complaining behavior, service recovery, consumer emotions and gay and lesbian customers' service evaluations. Her work has been published in the International Journal of Hospitality Management, Journal of Hospitality & Tourism Research, and Journal of Business Research.

Dr. Dipendra Singh serves as an assistant professor at the Rosen College of Hospitality Management at the University of Central Florida. Prior to joining Rosen College, Dr. Singh taught at the University of Nevada, Las Vegas. His research interests are in the areas of corporate financial management, capital structure, financial performance measures, revenue management, and Information technology. He has presented the findings of the studies at several conferences and has also published peer reviewed articles in the same areas.

Dr. Edwin Torres pursued his Master's degree in Hospitality Management from Purdue University's leading program. At Purdue, he had his first opportunity to teach and interact with students, which he

very much enjoyed. During this time, he also pursued an internship with Marriott International, more specifically at the Overland Park Marriott. He also became interested in the topic of 'Customer Delight', which is creating experiences that go beyond satisfaction and engage guest's positive emotions while creating a memorable experience. After reading over 100 letters from hotel guests, Dr. Torres identified the most common themes in the delight experience and published his thesis.

Dr. Mathilda Van Niekerk grew up in the North West Province of South Africa, where she completed her high school career at Stilfontein High School in 1990. She then studied at the former Potchefstroom University (now the North-West University) in Potchefstroom, South Africa, where she obtained a BA degree in 1994 and an honours BA degree in Tourism and Recreation Management in 1996. A master's degree in Tourism followed in 1998, as well as a PhD in Tourism Management in 2004. Dr. Van Niekerk is the author or co-author of more than 61 scientific publications, textbooks and industry reports. She serves on editorial boards of several academic journals. She has taught 21 postgraduate and undergraduate courses in tourism development and management, destination and event marketing and event management.

Dr. James P. Hogg has been faculty member of the Rosen College of Hospitality Management since 2007. He has a PhD in Education in the field of Instructional Technology from The University of Central Florida. He has a Master's degree in Hotel, Restaurant and Tourism Administration and a Bachelors of Science degree in Hospitality Management both from The University of South Carolina. Dr. Hogg is a member of numerous professional organizations, serves on industry advisory boards, speaks nationally and internationally, and is a platinum speaker with Meeting Professionals International.



University of Central Florida

College of Medicine

M.D. Program Curriculum Committee Minutes

Meeting Date: 6/21/2013

Start time: 2:04 PM **Adjourn time:** 3:07 PM

Chaired by: Dr. Richard Peppler

Attendance: (Doctors) Armenti, DeCampi, Frick, Gerber, Harris, Hernandez, Husain, Kibble, Peppler and Thompson. Staff: Ms. Berry, Dexter and Ms. Willis. Students: M4 Shakeel.

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
Announcements	<ul style="list-style-type: none">4/19/2013 CCom minutes were unanimously approved.Introduced Dr. Jennifer Thompson (Associate Chief of Staff/Education at the VA) as newest CCOM member.		Dr. Peppler	
Student Update	<ul style="list-style-type: none">2014: M4's studying for the STEP 2 & started rotations.Changes made in AI electives well received.(Medical Student Performance Evaluation) MSPE session given by Dr. Verduin extremely informative.Mr. Larkin did an excellent job with 4th year scheduling.	Dr. Peppler will circulate positive M4 student feedback to Mr. Larkin & Dr. Verduin.	M4 Shakeel	

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
Grading H,P,F	<ul style="list-style-type: none"> After discussion, it was decided to keep A,B,C,F grading scale for the 3 required clerkships in the 4th year. Rationale being that the change would have been too confusing with three grading scales in clinical years. <u>CCOM unanimously approved the grading scale to be A,B,C,F.</u> New curriculum schema distributed for review and found two minor revisions. CCom approved updated schema to represent COM curriculum on website. 	<p>2 revisions to schema: Skin and Musculoskeletal to read "4 weeks" rather than 3 weeks.</p> <p>Optional electives in the 4th year to read "12 weeks" rather than 8 weeks.</p> <p>Dr. Peppler will complete the CAR form for Graduate Studies Council approval of course nomenclature changes.</p>	Dr. Peppler	Ongoing
Joint Degree Programs	<ul style="list-style-type: none"> Discussion on Joint Degree programs: MS Hospitality: 39 credit hours beyond pre-requisites with six elective credits; available beginning in August 2014. Courses offered during all terms (fall, spring, summer) The MD/MS (to MD track) in Hospitality Joint Program was presented & passed by committee. 	The MD/MS (to MD track) in Hospitality Joint Program will go to Graduate Studies Council for final approval and implementation.	Dr. Peppler	Ongoing
Faculty Retreat Follow up	<ul style="list-style-type: none"> Retreat focused on strengths and areas that needed improvement in the curriculum (attachment disbursed). 		Ms. Andrea Berry	Ongoing
Program Evaluation Subcommittee	<ul style="list-style-type: none"> Both modules well received by students. One concern is the compression of material in immunology content of Health & Disease module. Health & Disease and Brain & Behavior Final recommendations presented and approved by committee. 	Further discussion in M1/M2 with respect to Health & Disease.	Dr. Hernandez	Ongoing
M1/M2 Subcommittee	<ul style="list-style-type: none"> LCT Integration Report Discussion: How to assess that LCT's are being integrated into the curriculum. Suggestions included: Make a course devoted to LCTs or place them in clerkships 	Subcommittees will further discuss how to include LCT's into curriculum in a more systematic method.	Dr. Kibble	Ongoing

Agenda Item	Discussion/Conclusion	Recommendations/Actions	Responsible	Follow Up
LCME	<ul style="list-style-type: none"> LCME schedule was distributed. Next report is due on December 1, 2013. In response to LCME report, the CCom membership will be restructured to have more faculty representation and less from assistant deans. 	<p>Faculty Council has nominated faculty to serve as members of the committee.</p> <p>Formal letters will be sent by early July.</p>	Dr. Peppler	Ongoing
Other Issues	<ul style="list-style-type: none"> 70 NBME STEP 1 scores received and all have been passing. Mean: 236 IPE curriculum has been developing. IPE will now start August 2014 to include COM, UCF Nursing, UF Pharmacy & VA. Early discussions with faculty from Edinburgh Napier University, Scotland, UK for a student exchange program. 		Dr. Peppler	Ongoing


7-1-13
 Deborah C. German, M.D. Date

Paul Rompf

From: Deborah German
Sent: Friday, August 16, 2013 4:20 PM
To: Richard Pepler; Paul Rompf; Lori Boardman; Jonathan Kibble
Cc: Youcheng Wang; Kathy King; Deborah Breiter; Kevin Murphy; Abraham Pizam; Alan Fyall; prompf@earthlink.net
Subject: RE: Revisions to the MS thesis/non-thesis track unanimously approved within the Rosen College; MD track now moving forward

This is very exciting. For us and our future students.

Thank you,

Deb

Deborah C. German, M.D.

Vice President for Medical Affairs
and Dean, College of Medicine
University of Central Florida
Health Sciences Campus at Lake Nona
6850 Lake Nona Boulevard
Suite 313N
Orlando, Florida 32827

Phone: 407-266-1000

Fax: 407-266-1489

deborah.german@ucf.edu

From: Richard Pepler
Sent: Friday, August 16, 2013 11:13 AM
To: Paul Rompf; Lori Boardman; Jonathan Kibble; Deborah German
Cc: Youcheng Wang; Kathy King; Deborah Breiter; Kevin Murphy; Abraham Pizam; Alan Fyall; prompf@earthlink.net
Subject: RE: Revisions to the MS thesis/non-thesis track unanimously approved within the Rosen College; MD track now moving forward

Paul: Great news. I guess we will have to sing a duet in front of the Graduate Studies Council and/or Curriculum and Program Committees in September. Thanks for all of your work within Rosen College. Pep

Richard D. Pepler, Ph.D.
Associate Dean for Faculty and Academic Affairs
Interim Director/Burnett School of Biomedical Sciences
College of Medicine
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Health Sciences Campus at Lake Nona
6850 Lake Nona Boulevard
Orlando, FL 32827-7408
407-266-1101 (office)
901-485-524.7 (cell)
407-266-1489 (fax)
Pep@ucf.edu

From: Paul Rompf
Sent: Friday, August 16, 2013 11:10 AM
To: Richard Pepler; Lori Boardman; Jonathan Kibble; Deborah German
Cc: Youcheng Wang; Kathy King; Deborah Breiter; Kevin Murphy; Abraham Pizam; Alan Fyall; prompf@earthlink.net
Subject: Revisions to the MS thesis/non-thesis track unanimously approved within the Rosen College; MD track now moving forward

Good morning Pep,

Great news to share... Revisions to M.S. in Hospitality and Tourism Management degree curriculum, courses and course addition have been unanimously approved by the Rosen College Faculty Assembly and are immediately moving forward to the University Graduate Council Curriculum and Program Committees for approval.

The MD Track is built upon these approved changes, has been approved through the Program Committee, and will now move forward to the Rosen College Graduate Policy and Curriculum Committee. Both the Committee and Faculty Assembly have been 'in the loop' on creating and advancing the new MD track. I anticipate the approval to move forward in a very timely manner for inclusion in the 2014 – 2015 Graduate Catalog. Fall 2014 remains a very viable date for the first MD cohort.

Have a wonderful weekend!
Paul

Paul D. Rompf, Ph.D.
Associate Professor
Graduate Programs Director
407 903-8027
paul.rompf@ucf.edu

Rosen College of Hospitality Management
9907 Universal Blvd, Rm. 270
Orlando, FL 32819
www.hospitality.ucf.edu



From: Paul Rompf
Sent: Tuesday, July 02, 2013 1:49 PM
To: Richard Pepler
Cc: Youcheng Wang; Kathy King; Deborah Breiter; Kevin Murphy; Abraham Pizam; Alan Fyall; prompf@earthlink.net
Subject: RE: Approval by College of Medicine Curriculum Committee of the MD/MS in Hospitality (MD track) curriculum

Good afternoon Pep,

I am envious of your streamlined curriculum process.

Now that the College of Medicine has approved the joint degree, I will now formally move the new MD Track through the Rosen College approval process and subsequent approval at the University level.

Have a wonderful 4th of July!
Paul

Paul D. Rompf, Ph.D.
Associate Professor
Graduate Programs Director
407 903-8027
paul.rompf@ucf.edu

Rosen College of Hospitality Management
9907 Universal Blvd, Rm. 270
Orlando, FL 32819
www.hospitality.ucf.edu



From: Richard Peppler
Sent: Monday, July 01, 2013 5:38 PM
To: Paul Rompf
Subject: Approval by College of Medicine Curriculum Committee of the MD/MS in Hospitality (MD track) curriculum

Paul: I have attached the minutes of the College of Medicine Curriculum Committee whereby the Joint Degree Program between COM and Rosen College of Hospitality was approved by the Committee. I have also attached a copy of our educational template which was approved at the meeting as well. Let me know if you need additional information from me as we move forward with approval for the Joint Degree between our Colleges. Pep

Richard D. Peppler, Ph.D.
Associate Dean for Faculty and Academic Affairs
Interim Director/Burnett School of Biomedical Sciences
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UNIVERSITY OF CENTRAL FLORIDA
COLLEGE OF GRADUATE STUDIES

Program Recommendation Form

This form is to be used to revise, add, suspend, or delete degree programs, tracks, or certificate programs. If there are changes to a program and the changes will affect the program tracks also, one form may be used for this type of change.

PLEASE NOTE: The deadline for new tracks or certificates is February 1 of each year. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are due by March 15. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy showing changes (use Track Changes in Word).

College/Unit(s) Submitting Proposal: Business Administration

Proposed Effective Term/Year: Fall 2014

Unit(s) Housing Program: DeVos Sport Business Management Program

Name of program, track and/or certificate: Master's of Sport Business Management (MSBM)

Brief description of program (this description will show up in the graduate catalog copy): *Do not add complete catalog copy here.*

DELIVERY - Will program be delivered: ☒ Face to face ☐ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Dr. Richard E. Lapchick; rlapchick@ucf.edu, 407-823-4886, P.O. Box 161991, Orlando, FL 32816-1991

<http://www.bus.ucf.edu/sportbusiness/directory.aspx?page=1>

Page 2 of UCF Program Recommendation Form

Please check one: this action affects a: ☒ Program ☐ Track ☐ Certificate

Please check one: this action is a(n):

- ☐ Addition. Please proceed to Part A.
- ☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☒ Inactivation

☒ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.

Signature Page

RECOMMENDATIONS

☒ Yes ☐ No Department Chair: [Signature] Date: 9-16-13
☒ Yes ☐ No College Curriculum Committee Chair: [Signature] Date: 11/4/13
☐ Yes ☐ No College Dean: [Signature] Date: 11/12/13
☐ Yes ☐ No Chair or GSC: _____ Date: _____
☐ Yes ☐ No Dean, College of Graduate Studies: _____ Date: _____

APPROVAL

Provost and Executive Vice President: _____ Date: _____

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies

Page 4 of UCF Program Recommendation Form

Part A – For additions or revisions of programs, tracks or certificates

Brief statement of rationale: (Please indicate the rationale, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate.)

In an effort to both strengthen and broaden the sports learning experience for DeVos graduate students, the addition of SPB 6XXX, Sport Analytics, 3.0 credit hours is proposed for approval. This course will address a new focus of study in the program through analyzing and applying statistics, operations research and economic theory to current challenges and opportunities with the sport business industry.

For Revisions:

Brief listing of Program Changes: (Please indicate the changes in bullet format. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

* Add Sport Business Management Core Course: SPB 6XXX, Sport Analytics, 3.0 credit hours.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☒ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

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If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Scott Bukstein, J.D. who is a full-time faculty member in the DeVos Sport Business Management Program, will be the instructor of record for SPB 6XXX, Sport Analytics, 3.0 credit hours.

Bukstein teaches the following graduate courses: Sport Law (SPB 6406), U.S. Sport Industries: Challenges and Opportunities (SPB 6608), Event and Facility Management in Sport (SPM 6108), and Professional Selling in Sport (SPB 6715C).

In addition to his teaching, administrative and program coordinating responsibilities, Bukstein is the Research Associate for The Institute for Diversity and Ethics in Sport (TIDES), which publishes The Racial and Gender Report Card each year. Bukstein is also a consultant and researcher for the NFL.

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

Current students will not be impacted by these changes; they will continue to follow the program according to the catalog year in which they were admitted. Only students being admitted in Fall 2014 will be affected by these changes.

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If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

Part A - Continued

If an addition or there are substantial **REVISIONS** to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Page 7 of UCF Program Recommendation Form

Checklist of items to be provided:

- ☒ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☒ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B - For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a "teach out" plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The "teach out" plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester. Please delete course prefixes and numbers in this section if no teach out plan is required.

Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ E-mails showing consultation with other units. (if applicable)

College : Business Administration Degree :MSBM
Department : DeVos Sport Business Management Option : Nonthesis
Program Websites : <http://www.bus.ucf.edu/sportbusiness/>

PROGRAM DESCRIPTION

This program is the only sport business management program emphasizing diversity, moral, ethical, and social issues in sports, as well as focusing on sports leadership while giving the students a rigorous business education. The DeVos Sport Business Management Program is ranked as one of the top five programs in America by the *Wall Street Journal*, *New York Times*, and *ESPN the Magazine*. Students are required to perform 42 hours of service per semester for a Central Florida organization that works with underserved youth. Students will also spend a minimum of two weeks helping to rebuild homes in post-Katrina New Orleans. A major emphasis of the DeVos Program is to have our students leave understanding the power of sport to build communities.

Students in the DeVos Sport Business Management master's program gain hands-on experience in the business of sports management, work in teams with fellow students on sports business projects from conception through implementation, and develop a network in the sports industry.

Please note: This program is in the process of making changes to the curriculum and admissions processes starting with the Fall 2014 semester. The changes will be updated on this site in early September 2013.

CURRICULUM

The DeVos Sport Business Management MSBM program requires a minimum of ⁴⁵~~42~~ credit hours beyond the bachelor's degree. The program includes 18 credit hours of professional core courses, ²⁴~~21~~ credit hours of sport business management core courses, and 3 credit hours of an internship. This is a nonthesis program in which the internship serves as a capstone experience. ~~Students will complete 45 credit hours if they hold a bachelor's degree in business or 54 credit hours if they do not have the undergraduate business courses.~~

Total Credit Hours Required:

⁴⁵~~42~~ Credit Hours Minimum beyond the Bachelor's Degree

The two-year full-time curriculum includes the College of Business Administration's foundation core; selected required courses from the college's professional core for solid business skills and knowledge; and required sport business management courses that will create a unique knowledge base for our students.

Prerequisites

~~Foundation Core—12 Credit Hours~~

modules of prerequisite

The foundation core for this program consists of equivalent undergraduate business coursework in the areas of accounting, economics, business statistics, and finance. The program adviser will determine what foundation core coursework you may need after a review of your official transcripts.

~~Required Courses—42~~ ⁴⁵ Credit Hours

Professional Core—18 Credit Hours

The professional core consists of 18 credit hours of advanced course work that substantially extends and applies knowledge developed in the foundation core.

- MAN 6245 Organizational Behavior and Development (3 credit hours)
- MAR 6466 Strategic Supply Chain Management (3 credit hours)
- ACG 6425 Managerial Accounting Analysis (3 credit hours)
- FIN 6406 Strategic Financial Management (3 credit hours)
- ECO 6416 Applied Business Research Tools (3 credit hours)
- ECO 6115 Economic Analysis of the Firm (3 credit hours)

Sport Business Management Core—21-24 Credit Hours

The sport business management core consists of 21 credit hours of course work in the related areas of sport.

- SPB 6506 Moral and Ethical Issues in Sport (1.5 credit hours)
- SPB 6606 Diversity and Social Issues in Sport Business Management (1.5 credit hours)
- SPB 6725 Leadership in Sport (1.5 credit hours)
- SPB 6716C Strategic Sport Marketing (3 credit hours)
- SPB 6406 Sport Law (3 credit hours)
- SPB 6806 Business of Sport Media (3 credit hours)
- SPB 6735 The Global Environment of Sport (3 credit hours)
- SPB 6715C Professional Selling in Sport (1.5 credit hours)
- SPM 6108 Facilities and Event Management (1.5 credit hours)
- SPB 6608 The Sport Industries in the United States: Challenges and Opportunities (1.5 credit hours)
- SPB 6XXX Sport Analytics (3.0 credit hours)

Internship—3 Credit Hours

An internship equivalent to three ~~44~~ ^{OK} credit hours with a designated sport organization is required. It would normally be a full-time, 15-week internship taken after the completion of all academic courses. The internship is an independent learning activity that takes place in authentic settings (all settings are professional sports settings, such as the NBA, NFL, etc.) in which students must apply, reflect upon, and refine knowledge and skills acquired in the program.

MBA Option, Total Credit Hours Required: 54 51

Students must have a 3.0 Graduate Status GPA at the end of their first semester to be eligible for admission into the MBA Program. If admitted into the MBA program, students; they must successfully complete two additional, adviser-approved, graduate courses (6 credit hours); students will earn a MBA degree and receive a MBA diploma, in addition to a Master of Sport Business Management diploma. If accepted into the MBA portion, students must complete MAN 6721 Applied Strategy and Business Policy (3 credit hours) and MAR 6816 Strategic Marketing (3 credit hours).

INDEPENDENT LEARNING

All students are required to participate in an internship in professional sport settings in which students must apply, reflect upon, and refine knowledge and skills acquired throughout the curriculum.

Application Requirements

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the Admissions section of the Graduate Catalog. Applicants must apply online. All requested materials must be submitted by the established deadline.

In addition to the general UCF graduate application requirements, applicants to this program must provide:

- One official transcript (in a sealed envelope) from each college/university attended.
- Official, competitive GMAT score taken within the last five years.
- Three professional letters of recommendation.
- Essay (for details, see <http://www.bus.ucf.edu/sportbusiness/?page=931>)
- Résumé.
- All finalists will be required to have an in-person or Skype interview.
- A computer-based score of 233 (or 91 internet-based score) on the Test of English as a Foreign language (TOEFL) if an applicant is from a country where English is not the official language, or if an applicant's degree is not from an accredited U.S. institution, or if an applicant did not earn a degree in a country where English is the only official language or a university where English is the only official language of instruction. Although we prefer the TOEFL, we will accept IELTS scores of 7.0.
- Applicants applying to this program who have attended a college/university outside the United States must provide a course-by-course credential evaluation with GPA calculation. Credential evaluations are accepted from World Education Services (WES) or Josef Silny and Associates, Inc. only.
- Students who meet all of the requirements are admitted to both the MSBM & MBA programs at the same time.

- If MSBM program requirements are met, but the MBA program requirements are not met, student is admitted to the MSBM only and notified appropriately.
- MSBM students who want to be admitted to the MBA program must submit an appeal to the MBA Appeals Committee to be admitted to the MBA program.

~~We admit students based on their total package of academic success, professional and community service experience, commitment to teamwork, and other factors that show the admissions committee if the applicant is a good fit for the DeVos program.~~

Application Deadlines

Sport Business Management MSBM	Fall Priority	Fall	Spring	Summer
Domestic Applicants	Nov 15	Jan 15	-	-
International Applicants	Nov 15	Jan 15	-	-
International Transfer Applicants	Nov 15	Jan 15	-	-

FINANCIALS

Graduate students may receive financial assistance through fellowships, assistantships, tuition support, or loans. For more information, see the College of Graduate Studies [Funding website](#), which describes the types of financial assistance available at UCF and provides general guidance in planning your graduate finances. The [Financial Information](#) section of the Graduate Catalog is another key resource.

Fellowships

Fellowships are awarded based on academic merit to highly qualified students. They are paid to students through the Office of Student Financial Assistance, based on instructions provided by the College of Graduate Studies. Fellowships are given to support a student's graduate study and do not have a work obligation. For more information, see [UCF Graduate Fellowships](#), which includes descriptions of university fellowships and what you should do to be considered for a fellowship.

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Program Recommendation Form

This form is to be used to revise, add, suspend, or delete degree programs, tracks, or certificate programs. If there are changes to a program and the changes will affect the program tracks also, one form may be used for both the program and the track.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). **For revisions – attach the catalog copy showing changes (use Track Changes in Word).**

College/Unit(s) Submitting Proposal: College of Optics and Photonics

Proposed Effective Term/Year: Fall 2013

Unit(s) Housing Program: _____

Name of program, track and/or certificate: Optics PhD

Brief description of program (this description will show up in the graduate catalog copy): **Do not add complete catalog copy here.**

The Optics PhD program requires a minimum 72 credit hours beyond the bachelor's degree, of which more than 50 percent should be at the 6000 level or higher. These hours must be comprised of:

- At least 39 credit hours of formal course work satisfying the following requirements:
 - at least 30 credit hours must be Optics (prefix OSE) courses.
 - at least 6 credit hours must be science and engineering graduate research methods/laboratory courses of which at least 3 credit hours must be in Optics.
- at least 15 credit hours of Dissertation (OSE 7980)

DELIVERY - Will program be delivered: ☒ Face to face ☐ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

same as published program dates

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

same as current published application requirements

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Dr. David J. Hagan, hagan@creol.ucf.edu, 407-823-6817, CREOL 2711, creol.ucf.edu

Please check one: this action affects a: ☒ Program ☐ Track ☐ Certificate

Please check one: this action is a(n):

☐ Addition. Please proceed to Part A.

☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

This revision requests that the minimum of 45 credit hours of formal course work be reduced to 39 hours.

☐ Inactivation

☐ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.

Signature Page

Recommend Approval (all approval levels must be signed)

Department Chair (Print)	<u>David J. Hagen</u>	(Signature)	<u>David J. Hagen</u>	Date	<u>11/18/2013</u>
College Academic Standards (Print)	<u>David J. Hagen</u>	(Signature)	<u>David J. Hagen</u>	Date	<u>11/18/2013</u>
College Dean (Print)	<u>Bahaa E. Saleh</u>	(Signature)	<u>B. E. Saleh</u>	Date	<u>11/18/13</u>
Graduate Council (Print)	_____	(Signature)	_____	Date	_____
Graduate Dean (Print)	_____	(Signature)	_____	Date	_____

Approval

Provost and Executive Vice President: _____ Date _____

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies

Part A – For additions or revisions of programs, tracks or certificates

Brief statement of rationale: (Please indicate the rationale, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate.)

The formal coursework requirement in the Optics PhD at UCF has been greater than many other similar programs, such as Physics or Electrical engineering. Part of the rationale for this is that students did not usually enter the program with much undergraduate knowledge of Optics. However, this has changed over the years. Additionally, the 45 hour requirement means it typically takes students a long time before they can get involved with their research, and this is viewed by or faculty as being detrimental to the program. The proposed minimum of 39 hours of coursework will allow students to become fully involved in their research earlier while still requiring a significant amount of upper lever formal coursework to PhD students. The proposed change was unanimously approved by the faculty of the college

For Revisions:

Brief listing of Program Changes: (Please indicate the changes in bullet format. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. **Remember to attach the catalog copy showing changes, using Track Changes in Word.**)

The Optics Curriculum Committee requests that the minimum of 45 hours of formal course work be reduced to 39 hours of formal course work.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☒ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:
no name change

Provide the name of the current program, track, or certificate:
does not apply to this request

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No
not applicable to this request

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

not applicable to this request

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

The students will be able to become more involved in their research work earlier and also should typically be able to enter candidacy about a semester sooner than the present case.

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

no changes name, no implications for this part

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1	no changes	no changes	no changes	no changes	no changes
Year 2	no changes	no changes	no changes	no changes	no changes
Year 3	no changes	no changes	no changes	no changes	no changes

Checklist of items to be provided:

- ☒ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

does not apply to this request

Please specify the intended time period of inactivation or suspension:

does not apply to this request

If program, track, or certificate is being inactivated or suspended, then attach a "teach out" plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The "teach out" plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

--

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester. Please delete course prefixes and numbers in this section if no teach out plan is required.

Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ E-mails showing consultation with other units. (if applicable)

Optics PhD

PROGRAM DESCRIPTION

The Doctorate in Optics provides students with the highest-quality education in optical science and engineering. Research activities in the program cover all aspects of optics, photonics, and lasers.

[Read More ▼▲](#)

CURRICULUM

The Optics PhD program requires a minimum 72 credit hours beyond the bachelor's degree, of which more than 50 percent should be at the 6000 level or higher. These hours must be comprised of:

- At least **45-39** credit hours of formal course work satisfying the following requirements:
 - at least 30 credit hours must be Optics (prefix OSE) courses.
 - at least 6 credit hours must be science and engineering graduate research methods/laboratory courses of which at least 3 credit hours must be in Optics.
- at least 15 credit hours of Dissertation (OSE 7980)

Total Credit Hours Required:

72 Credit Hours Minimum beyond the Bachelor's Degree

The Optics PhD program is intended for students with a bachelors or master's degree in Optics, Electrical Engineering, Physics, or closely related fields who wish to pursue a career in research or academia. Students with degrees in related fields may be required to take undergraduate articulation courses determined by the program director on a case-by-case basis.

Students are required to pass a qualifying examination, usually taken after 12 months in the program. About one year after passing the qualifying exam, students must take a candidacy examination, form a dissertation committee, and submit an approved program of study before being admitted to candidacy doctoral status. The PhD core courses are not absolutely required, but they have been designed to include a significant portion of the material upon which the qualifying examination is based. Consequently, students are strongly encouraged to include most of these courses in their programs of study.

Additional notes on the curriculum:

- A minimum of **45-39** hours of formal course work is required of which at least 30 credit hours must be formal Optics (OSE) courses.
- Up to 30 credit hours of appropriate graduate courses earned in a master's program from accredited universities may be waived with approval from the graduate committee.
- Only courses with grades of "B" or better can be transferred.

Required Courses—24 Credit Hours

Core Courses—18 Credit Hours

- OSE 6111 Optical Wave Propagation (3 credit hours)
- OSE 6115 Interference and Diffraction (3 credit hours)
- OSE 5203 Geometrical Optics and Imaging Systems (3 credit hours)
- OSE 5312 Light Matter Interaction (3 credit hours)
- OSE 6525 Laser Engineering (3 credit hours)
- OSE 6432 Guided Waves and Optoelectronics (3 credit hours)

Research Methods/ Laboratory Courses—6 Credit Hours

At least 6 credit hours of approved Optics and related science/engineering research methods/laboratory courses are required from the list below. At least one must be in Optics (OSE). One required laboratory may be waived if the student can demonstrate an equivalent hands-on proficiency in that laboratory specialization. These research methods/laboratory courses count toward the formal graduate course work requirement.

- OSE 6234C Applied Optics Laboratory (3 credit hours)
- OSE 6455C Photonics Laboratory (3 credit hours)
- OSE 6526C Laser Engineering Laboratory (3 credit hours)
- OSE 6615L Optoelectronic Device Fabrication Laboratory (3 credit hours)
- Other graduate science and engineering labs may be taken with college approval.

Elective Courses—33 Credit Hours Minimum

Restricted Electives—6-9 Credit Hours

In addition to the required courses above, students will need to complete an additional 6 credit hours to meet the 30 hours of formal Optics (OSE) course work required. An additional three hours of optics course work will also be required if the student waived out of one of the research methods/laboratory courses above.

Any formal graduate course with an OSE prefix may be an elective with the approval of the adviser. In addition, the following courses are also accepted toward meeting the Optics (OSE) course work requirement.

- EMA 5610 Laser Materials Processing (3 credit hours)
- PHY 5455 Modern X-ray Science (3 credit hours)
- PHZ 5505 Plasma Physics (3 credit hours)

A listing and description of courses offered by the College of Optics and Photonics is found in the "Courses" section of the Graduate Catalog Menu at the top of the page.

Unrestricted Electives—27 Credit Hours Minimum

A combination of formal course work and research hours comprise the remaining unrestricted hours. At least 15-9 of these hours must be formal course work, which may be graduate optics, science or engineering courses. In addition to the 15-9 hours, 12-18 credits may be regular formal course work, doctoral research hours, independent study, or doctoral dissertation hours. Any courses outside of the graduate optics, science or engineering disciplines must be approved by the college associate dean.

Dissertation—15 Credit Hours Minimum

- OSE 7980 Dissertation Research (15 credit hours)

Qualifying Examination

Before students are eligible to take the candidacy examination, they must pass a written qualifying examination, which for full-time students is normally taken at the end of the first year of graduate study. The purpose of the qualifying exam is for the student to demonstrate mastery of the fundamentals of optics, photonics, and lasers. The exam is administered by the doctoral qualifying examination committee, which consists of several graduate faculty members representing the appropriate disciplines, appointed by the director or designee. The committee's duties include the preparation and grading of the examination material, and it may solicit input from other interested faculty. The exam is a closed book written exam in the general areas of electromagnetic foundations of optics, interference, diffraction, coherence, geometrical optics and imaging systems, light matter interaction, and guided waves and optoelectronics. Students who do not pass the qualifying examination in two attempts will not continue in the program.

Candidacy Examination

Students are required to successfully complete the candidacy examination before admission to full doctoral status. The purpose of the candidacy exam is for the student to demonstrate his or her readiness for the PhD program through preliminary research work in the chosen field of study. The candidacy exam is comprised of written and oral portions. The exam is administered by the members of the student's dissertation advisory committee who are full faculty members of the College of Optics and Photonics. External committee members of the dissertation advisory committee are not appointed until after the student has passed the candidacy exam. The exam is normally taken near the completion of required course work. Students must pass the candidacy exam before registering for doctoral dissertation hours (OSE 7980).

Admission to Candidacy

The following are required to be admitted to candidacy and enroll in dissertation hours:

- Completion of most course work, except for dissertation hours.
- Successful completion of the candidacy examination.

- The dissertation advisory committee is formed, consisting of approved graduate faculty and graduate faculty scholars.
- Submittal of an approved program of study.

Dissertation Proposal and Defense

Approximately one year after passing the general candidacy examination, and after the student has begun research, the student will write a dissertation proposal and present it to their dissertation advisory committee for its approval. The proposal must include the research performed to date and the research planned to complete the dissertation. The committee, which consists of three graduate faculty members from the College of Optics and Photonics and one faculty member from outside the college, must be approved by the director or designee and will meet annually to review the student's progress. The dissertation advisory committee also administers the dissertation oral defense examination.



Program Recommendation Form

This form is to be used to revise, add, suspend, or delete degree programs, tracks, or certificate programs. If there are changes to a program and the changes will affect the program tracks also, one form may be used for both the program and the track.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy showing changes (use Track Changes in Word).

College/Unit(s) Submitting Proposal: Sciences / Nicholson School of Communication

Proposed Effective Term/Year: Spring 2014

Unit(s) Housing Program: Nicholson School of Communication

Name of program, track and/or certificate: Graduate Certificate in Corporate Communication

Brief description of program (this description will show up in the graduate catalog copy): Do not add complete catalog copy here.

The Graduate Certificate in Corporate Communication offers students additional training in creating, managing, and communicating corporate reputation. Coursework focuses on theory, research and practical applications of principles related to corporate communication. The curriculum includes courses in crisis public relations, theories of public relations and electives designed to enhance students' communication skills in corporate environments.

DELIVERY - Will program be delivered: ☒ Face to face ☐ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Harry Weger, Jr., Harry.Weger@ucf.edu, 3-2859, 12405 Aquarius Agora Dr. Orlando, FL 32816-1344 ,
http://communication.cos.ucf.edu/program/graduate/

Please check one: this action affects a: ☐ Program ☐ Track ☒ Certificate

Please check one: this action is a(n):

☐ Addition. Please proceed to Part A.

☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

☐ Inactivation

☐ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.

Signature Page

Recommend Approval (all approval levels must be signed)

Department Chair (Print)	<u>Robert C Chandler</u>	(Signature)	<u>[Signature]</u>	Date	<u>10.22.2013</u>
College Academic Standards (Print)	<u>Arlen F. Chase</u>	(Signature)	<u>[Signature]</u>	Date	<u>11/18/13</u>
College Dean (Print)	_____	(Signature)	_____	Date	_____
Graduate Council (Print)	_____	(Signature)	_____	Date	_____
Graduate Dean (Print)	_____	(Signature)	_____	Date	_____

Approval

Provost and Executive Vice President: _____ Date _____

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies

Part A – For additions or revisions of programs, tracks or certificates

Brief statement of rationale: (Please indicate the rationale, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate.)

Corporate social responsibility is an increasingly important topic in public relations and strategic communication as organizations strive to adapt to stakeholder expectations for ethical behavior. A communication approach is central to describing the spectrum of behaviors that undergird CSR expectations, organizational responsiveness, and accountability. The addition of this course to electives will enhance opportunities for students seeking professional advancement.

For Revisions:

Brief listing of Program Changes: (Please indicate the changes in bullet format. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. **Remember to attach the catalog copy showing changes, using Track Changes in Word.**)

1. Add the new course PUR 6XXX "Communicating Corporate Social Responsibility" to Corporate Communication Certificate electives.
2. Remove MMC6445 and MMC6446 as electives as they have been replaced by COM6304 and COM6XXX
3. Show changes to COM 6XXX in description of program electives.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

.....

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

[illegible]

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

--

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

--

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

--

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

--

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

--

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☒ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☒ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a "teach out" plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The "teach out" plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester. **Please delete course prefixes and numbers in this section if no teach out plan is required.**

Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ E-mails showing consultation with other units. (if applicable)

Corporate Communication Certificate

PROGRAM DESCRIPTION

The Graduate Certificate in Corporate Communication offers students additional training in creating, managing, and communicating corporate reputation. Coursework focuses on theory, research and practical applications of principles related to corporate communication. The curriculum includes courses in crisis public relations, theories of public relations and electives designed to enhance students' communication skills in corporate environments.

CURRICULUM

The program is composed of two required graduate courses and three elective courses that can be incorporated into a master's program of study in Mass or Interpersonal Communication or taken as an add-on to another graduate degree. The required and elective courses are drawn from a limited list of courses that reflect current professional development needs for corporate communication.

Total Credit Hours Required:

15 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—6 Credit Hours

- PUR 6005 Theories of Public Relations (3 credit hours)
- PUR 6403 Crisis Public Relations (3 credit hours)

Electives—9 Credit Hours

- ADV 6209 Advertising and Society (3 credit hours)
- COM 6025 Health Communication (3 credit hours)
- COM 6047 Interpersonal Support in the Workplace (3 credit hours)
- COM 6145 Organizational Communication (3 credit hours)
- COM 6304 Quantitative Research Methods in Communication (3 credit hours)
- COM 6303-6XXX Qualitative Research Methods in Interpersonal Communication (3 credit hours)
- COM 6467 Studies in Persuasion (3 credit hours)
- COM 6468 Communication and Conflict (3 credit hours)
- COM 6525 Communication Strategy and Planning (3 credit hours)
- MMC 6202 Legal and Ethical Issues for Communication (3 credit hours)
- MMC 6266 Communications Convergence and Media Planning (3 credit hours)
- MMC 6307 International Communication (3 credit hours)
- MMC 6407 Visual Communication Theory (3 credit hours)
- MMC 6567 Seminar in New Media (3 credit hours)
- MMC 6600 Media Effects and Audience Analysis (3 credit hours)
- MMC 6402 Mass Communication Theory (3 credit hours)

Comment [R1]: See PRF for Interpersonal and Mass Communication along with CAR for 6XXX Qualitative Research Methods in Communication – we are changing the name of this course

- PUR 6XXX Communicating Corporate Social Responsibility
- MMC 6445 Quantitative Research Methods in Mass Communication (3 credit hours) or
- MMC 6446 Qualitative Research Methods in Mass Communication (3 credit hours) or

Comment [R2]: See CAR

Comment [R3]: We no longer offer these courses as they have been replaced by the more generic COM6304 and COM6XXX



Program Recommendation Form

This form is to be used to revise, add, suspend, or delete degree programs, tracks, or certificate programs. If there are changes to a program and the changes will affect the program tracks also, one form may be used for both the program and the track.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). **For revisions – attach the catalog copy showing changes (use Track Changes in Word).**

College/Unit(s) Submitting Proposal: Sciences / Nicholson School of Communication

Proposed Effective Term/Year: Fall 2014

Unit(s) Housing Program: Nicholson School of Communication

Name of program, track and/or certificate: Communication M.A.

Brief description of program (this description will show up in the graduate catalog copy): Do not add complete catalog copy here.

The Master of Arts in Communication offers tracks in Interpersonal Communication and Mass Communication. The curriculum focuses on theoretical and applied perspectives of communication theory and research. Graduates derive benefits in a variety of academic and career directions, including entry into doctoral programs, advancement within existing career contexts, and the procurement of new career directions in the public and private sectors.

DELIVERY - Will program be delivered: ☒ Face to face ☐ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Harry Weger, Jr., Harry.Weger@ucf.edu, 3-2859, 12405 Aquarius Agora Dr. Orlando, FL 32816-1344 ,
http://communication.cos.ucf.edu/program/graduate/

Please check one: this action affects a: ☒ Program ☐ Track ☐ Certificate

Please check one: this action is a(n):

- ☐ Addition. Please proceed to Part A.
- ☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

Interpersonal and Mass Communication tracks

- ☐ Inactivation
- ☐ Temporary Suspension of Admissions. Give Length of Suspension:
-

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.

Signature Page

Recommend Approval (all approval levels must be signed)

Department Chair (Print)	<u>Robert C Chandler</u>	(Signature)	<u>[Signature]</u>	Date	<u>10.22.2013</u>
College Academic Standards (Print)	<u>Arlen F. Chase</u>	(Signature)	<u>[Signature]</u>	Date	<u>11/18/13</u>
College Dean (Print)	_____	(Signature)	_____	Date	_____
Graduate Council (Print)	_____	(Signature)	_____	Date	_____
Graduate Dean (Print)	_____	(Signature)	_____	Date	_____

Approval

Provost and Executive Vice President: _____ Date _____

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies

Part A – For additions or revisions of programs, tracks or certificates

Brief statement of rationale: (Please indicate the rationale, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate.)

We are requesting four revisions:

1. We want to change the specific required qualitative research methods courses to a more general course offered across tracks. There is very little difference between Mass and Interpersonal qualitative methods, by having one instead of two courses, we can plan a more clear progress toward graduation for students without having to substitute the Mass Com for the Interpersonal Com qualitative course or vice versa, which we do quite often to make their GPS fit with graduate requirements. We will change the Mass Communication MA qualitative research requirement to COM 6XXX Qualitative Research Methods in Communication.
2. Require students to pass all required courses with a grade of B- or better. Some students have been resigning themselves to a C grade in our quantitative methods and statistics courses, we want to discourage this practice and add rigor to our program by requiring a B- in all required courses.
3. The addition of Communicating Corporate Social Responsibility added to elective choices will expand our offerings to students seeking professional training.
4. The addition of Topics in Communication Theory and Research will help expand the electives for MA students seeking more academic training and open the opportunity for resident and visiting faculty to offer one-time courses in their area of expertise addressing emerging developments in the field.

For Revisions:

Brief listing of Program Changes: (Please indicate the changes in bullet format. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. **Remember to attach the catalog copy showing changes, using Track Changes in Word.**)

1. Change requirement for Mass Communication track from MMC 6446 Qualitative Research Methods in Mass Communication to COM 6XXX Qualitative Research Methods in Communication
2. Change the requirement for the Interpersonal Communication track from COM6303 Qualitative Research Methods in Interpersonal Communication to COM 6XXX Qualitative Research Methods in Communication.
3. Add, "All required courses must be completed with a grade of B- or higher." to the language under Required Courses in the catalogue.
4. Add the new course COM 6XXX "Communicating Corporate Social Responsibility" to Mass and Interpersonal Communication track electives.
5. Add the new course COM 5XXX "Topics in Communication Theory and Research" to Mass and Interpersonal Communication track electives.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☐ Yes ☒ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☐ Yes ☒ No

Page 5 of UCF Program Recommendation Form

If yes, provide the new name of the program, track, or certificate:

Provide the name of the current program, track, or certificate:

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Will students have the option to stay in their existing program, track, or certificate? ☐ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

If applicable, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

If an addition, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an addition, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

Part A - Continued

If an addition or there are substantial REVISIONS to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☒ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☒ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☒ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a "teach out" plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The "teach out" plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester. Please delete course prefixes and numbers in this section if no teach out plan is required.

Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ E-mails showing consultation with other units. (if applicable)

TRACK DESCRIPTION

The Interpersonal Communication track of the Communication MA focuses on theoretical and applied perspectives of interpersonal communication theory and research.

[Read More ▼▲](#)

CURRICULUM

Total Credit Hours Required:

33-34 Credit Hours Minimum beyond the Bachelor's Degree

The MA degree program in Mass Communication is a four-semester program for full-time students. Part-time students may take up to seven years to complete the program. Both thesis and nonthesis options are offered and both consist of a minimum of 33 (nonthesis) or 34 (thesis) semester hours of work. By the end of their first 18 hours of course work, students should decide whether to pursue the thesis or nonthesis option. Proseminar in Communication must be completed ~~with a passing grade~~ within the first nine hours of study.

Required Courses—18 Credit Hours

All required courses must be completed with a grade of B- or higher.

- COM 6008 Proseminar in Communication (3 credit hours)
- COM ~~6303-6XXX~~ Qualitative Research Methods in ~~Interpersonal~~ Communication (3 credit hours)
- COM 6304 Quantitative Research Methods in Communication (3 credit hours)
- COM 6046 Interpersonal Communication (3 credit hours)
- SPC 6219 Modern Communication Theory (3 credit hours)
- STA 5045 Statistical Analysis of Communication Data (3 credit hours)

Elective Courses—12 Credit Hours

In addition to the courses listed below, special topics courses, up to 6 credit hours of approved independent studies, directed research, internship, and graduate-level courses taken outside the Nicholson School of Communication may be counted as restricted electives pending approval by the program director.

- ADV 6209 Advertising and Society (3 credit hours)
- COM 6025 Health Communication (3 credit hours)
- COM 6047 Interpersonal Support in the Workplace (3 credit hours)
- COM 6048 Communication in Close Relationships (3 credit hours)
- COM 6121 Communication Management (3 credit hours)
- COM 6145 Organizational Communication (3 credit hours)
- COM 6425 Symbolism in Terrorism (3 credit hours)

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- COM 6463 Studies in Intercultural Communication (3 credit hours)
- COM 6467 Studies in Persuasion (3 credit hours)
- COM 6468 Communication and Conflict (3 credit hours)
- COM 6525 Communication Strategy and Planning (3 credit hours)
- COM 5XXX Topics in Communication Theory and Research (3 credit hours)
- MMC 6202 Legal and Ethical Issues for Communication (3 credit hours)
- MMC 6266 Communications Convergence and Media Planning (3 credit hours)
- MMC 6307 International Communication (3 credit hours)
- MMC 6407 Visual Communication Theory (3 credit hours)
- MMC 6567 Seminar in New Media (3 credit hours)
- MMC 6600 Media Effects and Audience Analysis (3 credit hours)
- MMC 6607 Communication and Society (3 credit hours)
- MMC 6612 Communication and Government (3 credit hours)
- PUR 6005 Theories of Public Relations (3 credit hours)
- PUR 6403 Crisis Public Relations (3 credit hours)
- PUR 6XXX Communicating Corporate Social Responsibility
- SPC 6442 Small Group Communication (3 credit hours)

Thesis Option—4 Credit Hours

On average, students take about two full semesters to complete a thesis project so students should begin the process about one year from their desired graduation date. Students begin the thesis process by selecting a thesis adviser who will serve as the Chair of the Thesis Advisory Committee. In conjunction with their thesis adviser, students will develop a topic and choose two additional members of the thesis committee. The thesis committee must be approved prior to enrolling in thesis hours. All thesis advisory committees in the Nicholson School of Communication must be chaired by a member of the NSC graduate faculty. At least one semester prior to the thesis defense, students will submit a thesis proposal. Copies of the proposal will be routed to members of their thesis committee and a proposal hearing scheduled. All students must pass a proposal hearing as well as a final oral defense of their thesis. Students who elect to write a thesis should become familiar with the university's requirements and deadlines for organizing and submitting the thesis. More information about the thesis process is available in the program handbook.

- XXX 6971 Thesis (minimum of 4 credit hours, can be taken individually)

Nonthesis Option—3 Credit Hours

Students in the nonthesis option must take one additional elective for three credit hours, bringing the total of electives to 18 credit hours.

- Elective (3 credit hours)

Comprehensive Examinations

Students selecting the nonthesis option must take and pass comprehensive examinations. The exams will be scheduled once each semester near the end of the term. The examinations will cover quantitative research methods, qualitative research methods, communication theory (i.e., the program core), and three elective areas selected by the student. Internships, directed research, independent studies, and courses taken outside of the NSC are not eligible areas for examination. All exams must be written and graded by faculty in the Nicholson School of Communication. Students are eligible to take comprehensive examinations during the semester in which they are completing their sixth "comprehensive exam course," but must be within nine credits of graduation. Students must be enrolled at the university in order to qualify to take the comprehensive exams.

In order to fulfill the comprehensive exam requirement, the student must pass all exams in the program core and at least two of the elective area exams. Once an exam in an area is passed, the student does not have to sit for that exam area again. Students are allowed three attempts to satisfy the comprehensive exam requirement.

Students who fail to satisfy the comprehensive exam requirement after the third attempt will be reviewed by a committee of the Nicholson School of Communication graduate faculty. The committee will consult the instructor(s) who prepared the failed exams and will determine a course of action for the student. This may include additional coursework that is designed to strengthen the student's knowledge and proficiency in areas where the comprehensive exam performance has identified deficiencies. The student will not be allowed to take the comprehensive exams again until he/she has satisfactorily complied with the committee's recommendations.

TRACK DESCRIPTION

The Mass Communication track of the Communication MA focuses on theoretical and applied perspectives of mass communication theory and research.

[Read More ▼▲](#)

CURRICULUM

Total Credit Hours Required:

33-34 Credit Hours Minimum beyond the Bachelor's Degree

The MA degree program in Mass Communication is a four-semester program for full-time students. Part-time students may take up to seven years to complete the program. Both thesis and nonthesis options are offered and both consist of a minimum of 33 (nonthesis) or 34 (thesis) semester hours of work. By the end of their first 18 hours of course work, students should decide whether to pursue the thesis or nonthesis option. Proseminar in Communication must be completed ~~with a passing grade~~ within the first nine hours of study.

Required Courses—15 Credit Hours

All required courses must be completed with a grade of B- or higher.

- COM 6008 Proseminar in Communication (3 credit hours)
- MMC 6402 Mass Communication Theory (3 credit hours)
- COM 6304 Quantitative Research Methods in Communication (3 credit hours)
- ~~MMC 6446~~COM 6XXX Qualitative Research Methods in ~~Mass~~ Communication (3 credit hours)
- STA 5045 Statistical Analysis of Communication Data (3 credit hours)

Elective Courses—15 Credit Hours

In addition to the courses listed below, special topics courses, up to 6 credit hours of approved independent studies, directed research, internship, and graduate-level courses taken outside the Nicholson School of Communication may be counted as restricted electives pending approval by the program director.

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- COM 6025 Health Communication (3 credit hours)
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- MMC 6307 International Communication (3 credit hours)
- MMC 6407 Visual Communication Theory (3 credit hours)
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cover quantitative research methods, qualitative research methods, communication theory (i.e., the program core), and three elective areas selected by the student. Internships, directed research, independent studies, and courses taken outside of the NSC are not eligible areas for examination. All exams must be written and graded by faculty in the Nicholson School of Communication. Students are eligible to take comprehensive examinations during the semester in which they are completing their sixth "comprehensive exam course," but must be within nine credits of graduation. Students must be enrolled at the university in order to qualify to take the comprehensive exams.

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Materials and Supplies Fee Request Form

☐ Course Addition ☒ Course Revision

Forward to your college office

This form is to be used for requests to add, increase, or delete materials and supplies fees. All requests for the next catalog must be submitted by October 24 for the November agenda deadlines of the Undergraduate Course Review Committee (Dr. Elliot Vites) and the Graduate Council (Interim Dean Ross Hinkle).

Request Routing: 1) Department Chair to College Dean's Office; 2) Dean's Office approved and enters data in online Course Action data base; 3) Graduate or Undergraduate committees review and Graduate or Undergraduate Dean submits to Provost; 4) A list of approved requests will be forwarded to the Provost for final approval.

Materials and supplies fees must be used for expendable or consumable items that are above and beyond the normal materials and supplies used in classroom instruction (lab, clinical, studio supplies) and cannot be used for personnel services or equipment purchase/rental. Maximum amount is \$70.00.

- Materials and supplies that are specialized and not readily available or materials and supplies that would save students money by bulk purchasing are legitimate uses of these fees.
- All materials and supplies fees must be spent on only the items listed on the table below. All materials and supplies fees for graduate courses must be approved by the Graduate Council; any previous materials and supplies fees being levied but not approved by the Graduate Council should be brought forward to document how the fees are being used.
- All materials and supplies fees should be reviewed periodically.

Date Submitted: 11/7/2013 College: COHPA
Department: Communication Sciences and Disorders
Course Prefix & Number: SPA 6503L Course Title: Fnds of Clinical Practice II Applications

Fees:

One course per form. Round fee to the nearest half dollar.

Current Fee Per Student: \$40 Requested Fee Per Student: \$20
Estimated Annual Enrollment: 120 Revenue from Enrollment: \$2400

Provide Justification for the Request:

The existing fee of \$40 is being reduced due to the proposed course revision in which the 2 credits of the practicum lab are being split. With the course revision, the fee will be reduced by half.

Provide detailed cost information (per student) about the expenses for which the fee is to be assessed.

No. of Units	Description	Estimated Cost
	Please see attached worksheet.	
Total Cost of Items Per Student:		

Payment Details

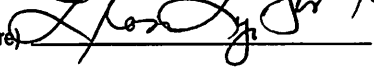
Account Number to Deposit Fees: 18700801

Item Type: _____

Contact Person: Stevy Bradley

Phone Number: 407-823-4792

Approval Signatures

Department Chair (Print) LINDA I. ROSA-LUGO (Signature)  Date 11/12/13

College Academic (Print) _____ (Signature) _____ Date _____

Standards _____

College Dean (Print) _____ (Signature) _____ Date _____

Graduate Council (Print) _____ (Signature) _____ Date _____

Graduate Dean (Print) _____ (Signature) _____ Date _____

COMMUNICATION SCIENCES AND DISORDERS

Materials & Supply Fee Worksheet: 6503L

Item	Qty	Price	Total	Vendor	Price/Student (#35)
Tongue Depressors	1	\$ 21.13	\$ 21.13	Medical Supply	\$ 0.60
Protocols for Fluharty, ROWPVT, CASL ages 7-21	1	\$ 141.00	\$ 141.00	SuperDuper	\$ 4.03
Protocols for PLS-4, GFTA2	1	\$ 106.00	\$ 106.00	Pearson	\$ 3.03
Protocols for CELF4, CELFP, TOAL4	1	\$ 112.00	\$ 112.00	Pearson	\$ 3.20
Protocols for OWLS, CTOPP, Fluharty, CAAP, EASIC, TOLD P4	1	\$ 347.99	\$ 347.99	Super Duper	\$ 9.94
					\$ 20.80
Total Costs			\$728.12		
Total Fee Per Student			\$20.80		



Materials and Supplies Fee Request Form

☐ Course Addition ☒ Course Revision

Forward to your college office

This form is to be used for requests to add, increase, or delete materials and supplies fees. All requests for the next catalog must be submitted by October 24 for the November agenda deadlines of the Undergraduate Course Review Committee (Dr. Elliot Vittes) and the Graduate Council (Interim Dean Ross Hinkle).

Request Routing: 1) Department Chair to College Dean's Office; 2) Dean's Office approved and enters data in online Course Action data base; 3) Graduate or Undergraduate committees review and Graduate or Undergraduate Dean submits to Provost; 4) A list of approved requests will be forwarded to the Provost for final approval.

Materials and supplies fees must be used for expendable or consumable items that are above and beyond the normal materials and supplies used in classroom instruction (lab, clinical, studio supplies) and cannot be used for personnel services or equipment purchase/rental. Maximum amount is \$70.00.

- Materials and supplies that are specialized and not readily available or materials and supplies that would save students money by bulk purchasing are legitimate uses of these fees.
- All materials and supplies fees must be spent on only the items listed on the table below. All materials and supplies fees for graduate courses must be approved by the Graduate Council; any previous materials and supplies fees being levied but not approved by the Graduate Council should be brought forward to document how the fees are being used.
- All materials and supplies fees should be reviewed periodically.

Date Submitted: 11/7/2013 College: COHPA

Department: Communication Sciences and Disorders

Course Prefix & Number: SPA 6942L Course Title: Fnds of Clinical Practice III Applications

Fees:

One course per form. Round fee to the nearest half dollar.

Current Fee Per Student: \$40 Requested Fee Per Student: \$20

Estimated Annual Enrollment: 120 Revenue from Enrollment: \$2400

Provide Justification for the Request:

The existing fee of \$40 is being reduced due to the proposed course revision in which the 2 credits of the practicum lab are being split. With the course revision, the fee will be reduced by half.

Provide detailed cost information (per student) about the expenses for which the fee is to be assessed.

No. of Units	Description	Estimated Cost
	Please see attached worksheet.	
Total Cost of Items Per Student:		

Payment Details

Account Number to Deposit Fees: 18700801

Item Type: _____

Contact Person: Stevy Bradley

Phone Number: 407-823-4792

Approval Signatures

Department Chair (Print) _____ (Signature) _____ Date _____

College Academic (Print) _____ (Signature) _____ Date _____
Standards

College Dean (Print) _____ (Signature) _____ Date _____

Graduate Council (Print) _____ (Signature) _____ Date _____

Graduate Dean (Print) _____ (Signature) _____ Date _____

COMMUNICATION SCIENCES AND DISORDERS

Materials & Supply Fee Worksheet: 6942L

Item	Qty	Price	Total	Vendor	Price/Student (#35)
LSVT	1	\$ 17.99	\$ 17.99	Pearson	\$ 0.514
Speech Practice Material: Sounds to Dialogue	1	\$ 33.32	\$ 33.32	Plural Publishing	\$ 0.952
Tongue Depressors	1	\$ 21.13	\$ 21.13	Medical Supply	\$ 0.604
Protocols for BAB SSC-ER, BAB CAT, BAB BLC; APT HI	1	\$ 114.30	\$ 114.30	Plural Publishing	\$ 3.266
Protocols for WJ Cog, WJ BIA	1	\$ 243.47	\$ 243.47	Harcourt	\$ 6.956
Protocols for WAB, CLQT	1	\$ 112.00	\$ 112.00	Pearson	\$ 3.200
Protocols for ABA-2, FLCI, ABCD, RCBA, RIPA, HAPP 3	1	\$ 139.33	\$ 139.33	Pro Ed	\$ 3.981
Compton Phonological Assessment of Foreign Accent	1	\$ 8.00	\$ 8.00	Carousel	\$ 0.229
Protocols for TOSS-P	1	\$ 13.98	\$ 13.98	Linguasystems	\$ 0.399
Total Costs			\$689.54		
Total Fee Per Student			\$20.10		



Program Recommendation Form

This form is to be used to revise, add, suspend, or delete degree programs, tracks, or certificate programs. If there are changes to a program and the changes will affect the program tracks also, one form may be used for this type of change.

PLEASE NOTE: The deadline for new tracks or certificates is **February 1 of each year**. Any proposal for new tracks or certificates received after this date will not be included in the next year's catalog. Revisions to existing programs, tracks, or certificates are **due by March 15**. Any proposals for revisions received after that date will not be included in the next year's catalog. Please include catalog copy (description, curriculum, contact information, application requirements, and application deadlines). For revisions – attach the catalog copy **showing changes (use Track Changes in Word)**.

College/Unit(s) Submitting Proposal: College of Sciences / Chemistry

Proposed Effective Term/Year: Fall / 2014

Unit(s) Housing Program: Chemistry

Name of program, track and/or certificate: Forensic Science M.S., Forensic Professional Concentration

Brief description of program (this description will show up in the graduate catalog copy): *Do not add complete catalog copy here.*

The Non-Thesis Forensic Professional Concentration provides advanced knowledge of forensic biochemistry and forensic analysis topics without the requirement for laboratory research. The track is limited to students currently working in an operational forensic laboratory.

DELIVERY - Will program be delivered: ☐ Face to face ☒ Completely online ☐ Mixed delivery

Admissions deadlines: (Please specify if you have a different deadline for the track than for the program?)

Same as Forensic Biochemistry and Forensic Analysis Concentrations

Application requirements: (Please specify if you have different application requirements for the track than for the program? Will you admit directly to the track?)

Applicant must be working as a forensic analyst. Employment must be verified by supervisor. We will admit directly to the concentration.

Program Director(s) and contact information: (name, email, phone, campus address, program website address)

Professor Jack Ballantyne, jack.ballantyne@ucf.edu, (407) 823-4440, Partnership I, Rm 324b

Professor Michael Sigman, michael.sigman@ucf.edu, (407) 823-6469, Partnership I, Rm 225c

<http://www.graduatecatalog.ucf.edu/programs/program.aspx?id=1474&program=Forensic%20Science%20MS>

Please check one: this action affects a: ☐ Program ☒ Track ☐ Certificate

Please check one: this action is a(n):

☐ Addition. Please proceed to Part A.

☒ Revision. If a revision applies to multiple tracks, please list them here and then proceed to Part A:

Forensic Analysis Concentration, Forensic Biochemistry Concentration, Forensic Professional Concentration

☒ Inactivation

☐ Temporary Suspension of Admissions. Give Length of Suspension:

Temporary suspension of admissions: The program will be removed from the online application. A notation will be entered in the graduate catalog indicating the length of the suspension of admissions. Currently enrolled students will not experience any issues with continued enrollment.

Inactivation: Admissions will be suspended for new students and the program will be removed from the online application. Students active in the program are eligible to complete the program under the appropriate criteria and an appropriate teach-out plan is required. The program will be removed from the catalog as of the approved term.

If you checked inactivation or you are temporarily suspending admissions, please go to Part B and complete it.

Signature Page

RECOMMENDATIONS

☒ Yes ☐ No Department Chair: *Sid Pappas* Date: *11/14/13*
☒ Yes ☐ No College Curriculum Committee Chair: *AQF Chase* Date: *11/26/13*
☐ Yes ☐ No College Dean: _____ Date: _____
☐ Yes ☐ No Chair or GSC: _____ Date: _____
☐ Yes ☐ No Dean, College of Graduate Studies: _____ Date: _____

APPROVAL

Provost and Executive Vice President: _____ Date: _____

Distribution: After approval is received from the Provost, distribution will be to:

Department(s); College; Registrar; Associate Registrar; Institutional Research; Academic Services; Faculty Senate;
University Analysis and Planning Support; College of Graduate Studies

Part A – For additions or revisions of programs, tracks or certificates

Brief statement of rationale: (Please indicate the rationale, how it affects the unit and faculty teaching in and students enrolled in the program, track or certificate.)

A Forensic Professional Concentration is being added to the degree as a non-thesis option to better accommodate working forensic science professionals and to increase enrollment in the program. The new concentration is completely online.

In addition to this revision, the Forensic Analysis Track and the Forensic Biochemistry Track will be deleted. These tracks will be changed to concentrations.

For Revisions:

Brief listing of Program Changes: (Please indicate the changes in bullet format. If there are changes to the credit hours of the program, required courses or other requirements, please state those changes. Remember to attach the catalog copy showing changes, using Track Changes in Word.)

The Forensic Analysis Concentration is modified by removal of CHS 6548 Explosives and Accelerants Analysis (3 credits) and • CHS 6539C Forensic Analysis Laboratory (4 credits) and addition of two new courses CHS 6xxx Forensic Analysis of Explosives (3 credits) and CHS 6xxx Forensic Analysis of Ignitable Liquids (3 credits). There is also one course renaming of CHS 6513 QA and Bioinformation (3 credit hours) to CHS 6513 Forensic Quality Assurance (3 credit hours). These changes allow us to give better coverage to two very important topics in modern forensic science.

Will students be moved from an existing program, track, or certificate into this new program, track, or certificate?

☒ Yes ☐ No

If yes, state the name of the program or track where students are currently enrolled and provide a list of students if possible:

Students currently in the Forensic Analysis or Forensic Biochemistry concentrations will be given

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

Name Change

Are you changing the name of an existing program, track, or certificate? ☒ Yes ☐ No

If yes, provide the new name of the program, track, or certificate:

Forensic Analysis and Forensic Biochemistry Tracks are being changed to Concentrations

Provide the name of the current program, track, or certificate:

Forensic Analysis Track, Forensic Biochemistry Track

When is the name change effective? Please note: A name change will apply to the record of all students who are currently enrolled, readmitted or newly admitted into this program as of the effective date of this change.

Fall 2014

Will students have the option to stay in their existing program, track, or certificate? ☒ Yes ☐ No

If you are requesting a CIP Code change for an existing program, track, or certificate, please provide:

old CIP:

new CIP:

If a name change is your only revision, stop here. Otherwise, complete the rest of Part A.

Part A - Continued

Specify the faculty who will participate in the program, track or certificate and their credentials to do so: (List faculty and a brief paragraph of their credentials.)

Jack Ballantyne, Professor
Michael Sigman, Professor

Impact of changes on students: Will current students be impacted by the addition or revision of a program, track or certificate? If so, how?

They will be given more opportunities for completing the degree.

If **applicable**, provide a written agreement (email is fine) from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate. Please attach the correspondence and also list the units here.

Digital Forensics Certificate, College of Sciences

If an **addition**, provide a statement of who is likely to enroll and why. Please state if there is licensure or certification that depends upon this education, etc. Also, complete the following table.

Working forensic scientists with B.S. degrees will enroll in the program to increase their credentials for expert testimony, to fulfill requirements for DNA management positions in their laboratories, to enhance certification required for the discipline and to fulfill laboratory accreditation requirements under ASCLD/LAB ISO 17025.

	Year 1	Year 2	Year 3
Headcount			
SCHs			

If an **addition**, indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

Students will continue in their careers with enhanced opportunities for advancement in management positions and stronger credentials for expert testimony.

Part A - Continued

If an **addition** or there are **substantial REVISIONS** to existing tracks or certificates, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	No. assistantship students	Source of funds	No. fellowship students (specify fellowship)	No. tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Checklist of items to be provided:

- ☒ Electronic graduate catalog copy for additions; track changes included if there are revisions. (required)
- ☒ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☒ Emails showing consultation with other units. (if applicable)
- ☐ If an addition, list of 1-3 students and 1-3 faculty for profiles in the graduate catalog (provide email address so Graduate Studies can contact them to write profiles and take photos). You may provide draft copy of profiles if you wish.
- ☐ If an addition, what disciplines does this program, track or certificate belong to? What other UCF graduate programs, tracks, or certificates are related to it? This information will be used to provide additional links for prospective students to search in the online graduate catalog.

Part B – For inactivations or suspensions of programs, tracks, or certificates

Are students currently enrolled in the program? ☐ Yes ☐ No

If yes, number of current students:

Please specify the intended time period of inactivation or suspension:

If program, track, or certificate is being inactivated or suspended, then attach a "teach out" plan for all current students specifying how they can finish the program or where students will be placed if moving to another program. The "teach out" plan should specify when courses will be offered to enable students to finish. Specify whether students will remain in the existing program to finish, and if so, when the completion date will be, whether students will be moved to another program, etc. Please provide a list of students where applicable.

Sample teach out plan: Enter the terms and courses that will be taught for each term throughout the last semester. Please delete course prefixes and numbers in this section if no teach out plan is required.

Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014
EDF 7041	EDF 7041	EDF 7041	EDF 7041	EDF 7041
EDF 6442	EDF 6442	EDF 6442	EDF 6442	
EDF 7848	EDF 7848	EDF 7848		
EDF 6543	EDF 6543			
EDA 7503				

Checklist of items to be provided:

- ☐ Attach all appropriate course action requests that will be necessary to implement the changes. (required)
- ☐ E-mails showing consultation with other units. (if applicable)

Michael Sigman

From: Kevin Belfield
Sent: Thursday, October 24, 2013 7:58 AM
To: Sheau-Dong Lang
Cc: leavens@eecs.ucf.edu; Teresa Dorman; Arlen Chase; Michael Sigman; John Ballantyne
Subject: RE: computer forensics graduate certificate and elective courses

Thank you Sheau-Dong. As I mentioned, I don't think there will be many students pursuing both the Computer Forensics certificate and the MS Forensic Science (non thesis option) degree but it may be an attractive option for students with the appropriate background and interest.

Regards,

Kevin

From: Sheau-Dong Lang
Sent: Wednesday, October 23, 2013 9:54 PM
To: Kevin Belfield
Cc: leavens@eecs.ucf.edu
Subject: computer forensics graduate certificate and elective courses

Hello Kevin,

To follow up our phone conversation regarding elective courses for UCF's forensics science students please see below comments and let me know of your thoughts:

(1) Currently, the graduate certificate in computer forensics (GCCF) requires a total of 5 courses as follows:

Required: CGS 5131, CNT 6418, CHS 5504, CHS 5518 or CHS 5596

Elective: CIS 6207 or CAP 6133 (or an approved elective)

I do not think my department will have the resources to modify the computer courses listed above and offer alternative versions in the near future. However, additional elective courses may be created as new technologies and application areas are developed.

(2) I would recommend to my Department Chair that students of UCF's forensic science graduate program may enroll in any of the computer courses listed above if they have sufficient computer science background (to be reviewed by course instructors) and will be subject to any class size limitations.

(3) Anyone interested in obtaining the graduate certificate in computer forensics need to submit an application for admission (which is the UCF rule) and will be reviewed by GCCF program administration.

(4) There are a few additional courses (offered by computer science) in digital forensics mainly for students enrolled in UCF's MS in Digital Forensics program. These courses may be used as an alternative elective towards the GCCF if approved first. The list of these courses include: CIS 6386, CIS 6395, CAP 6135, and CNT 6519.

I also mentioned to you the MSDF program started a new course on electronic discovery (taught by an adjunct professor) this fall. Since the course is more focused on the legal side I would hesitate to accept it as an elective towards the GCCF program.

Please feel free to comment. Thanks.

Regards,
Sheau

Cc: Gary Leavens, EECS Chair

UCF Forensic Science MS Program

PROGRAM DESCRIPTION

The Master of Science in Forensic Science program is designed to service the needs of both practicing professionals and full-time students who desire an advanced program of study in forensic science. The program is comprised of three concentrations: Forensic Analysis, Forensic Biochemistry and Forensic Professional. The Forensic Biochemistry and Forensic Analysis concentrations require the student to perform original research and defend a written thesis. The Forensic Professional concentration is a non-thesis option comprised of course work and an independent study capstone project.

International students who are resident in the United States (F or J visa) are required to enroll in a full-time course load of 9 credits during the fall and spring semesters. Only 3 of the 9 credits may be taken in a completely online format. International students who are not resident in the United States are not bound by these restrictions. For a detailed listing of enrollment requirements for international students, please visit www.intl.ucf.edu. If you have any questions, please consult the International Services Center at 407-823-2337.

The Forensic Science MS degree is comprised of 32 hours of study beyond the BS degree with intensive specialization in one of two concentrations, Forensic Analysis or Forensic Biochemistry. The full-time student should complete the degree in two years of continuous full-time study, while part-time students will generally finish the degree in four years. The degree program in these two concentrations is research-based and requires original and independent research resulting in a written thesis to be defended before a committee consisting of two UCF faculty members and at least one other acknowledged forensic expert in the field.

Forensic Analysis Concentrations

The Forensic Analysis concentration emphasizes the application of modern chromatographic, spectroscopic and micro-analytical techniques to problems in forensic science. This specialized program options are not designed for international applicants.

The grounding in scientific research methodology provided by the thesis requirement is a central focus of these thesis-based concentrations. Students will conduct research either on site or at the professional laboratories where they work. In either case, a member of the UCF Forensic Science faculty will act as research adviser and approve the research topic. This research culminates in the writing and presentation of the thesis.

The student's research adviser will select the thesis examination committee, consisting of two UCF faculty members and at least one other acknowledged forensic expert in the field. The student will present his/her thesis for examination by the committee. The thesis must be judged worthy of publication by the review committee and may not be submitted for examination until approved. For students choosing to conduct research at non-UCF sites, the thesis adviser may

visit the student's laboratory where the research is to be performed, before the research begins and on a regular basis until the work is complete.

Forensic Biochemistry Concentrations

The Forensic Biochemistry concentration in the Forensic Science MS program has a strong biochemistry-DNA focus to serve the needs of supervisory personnel in DNA sections of crime laboratories. National DNA standards mandate that such personnel have advanced degrees. This specialized program option is not designed for international applicants.

The grounding in scientific research methodology provided by the thesis requirement is a central focus of these thesis-based concentrations. Students will conduct research either on site or at the professional laboratories where they work. In either case, a member of the UCF Forensic Science faculty will act as research adviser and approve the research topic. This research culminates in the writing and presentation of the thesis.

The student's research adviser will select the thesis examination committee, consisting of two UCF faculty members and at least one other acknowledged forensic expert in the field. The student will present his/her thesis for examination by the committee. The thesis must be judged worthy of publication by the review committee and may not be submitted for examination until approved. For students choosing to conduct research at non-UCF sites, the thesis adviser may visit the student's laboratory where the research is to be performed, before the research begins and on a regular basis until the work is complete.

Forensic Professional Concentration

The Forensic Professional concentration is comprised of 34 hours of study beyond the BS degree but does not require an original laboratory-based research project. The Forensic Professional concentration culminates in a one credit hour independent study capstone project performed under the direction of one of the faculty members in the program.

The Non-Thesis Concentration is specifically designed for the forensic analyst who currently holds employment in an operational forensic laboratory or has previously worked for a minimum of five years in an operational forensic laboratory. Applicants who do not meet these criteria must apply for one of the thesis-based concentrations. International applicants should apply for the Forensic Professional Concentration.

Forensic Science is a highly interdisciplinary science, as reflected in the following programs of study. The interdisciplinary nature of the program makes it imperative that students seek advising from faculty members on the content of courses to ensure that they have the appropriate background to master the course content. Up to 6 hours of graduate credit for advanced courses taken at another approved institution can be accepted with approval of the graduate program director.

Application Requirements

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the [Admissions](#) section of the Graduate Catalog. Applicants must [apply online](#). All requested materials must be submitted by the established deadline.

Applicants must choose a concentration in this program. Concentrations(s) have different requirements. Students desiring acceptance in the Forensic Analysis or Forensic Biochemistry concentrations may be offered admission into the Forensic Professional concentration at the discretion of the faculty.

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the [Admissions](#) section of the Graduate Catalog. Applicants must [apply online](#). All requested materials must be submitted by the established deadline.

In addition to the [general UCF graduate application requirements](#), applicants to this program must provide:

- Required for ALL Concentrations:
 - One official transcript (in a sealed envelope) from each college/university attended.
 - Official, competitive GRE score taken within the last five years.
 - A bachelor's in Forensic Science or another physical science, based on at least 30 hours of college-level science subjects, that provides the background required to be successful in the proposed program. Acceptable non-Forensic Science BS degrees may include Chemistry, Physics, Molecular Biology, Biology and Chemical Engineering.
 - Three letters of recommendation. Please note that, for thesis concentrations only, if the applicant is employed in a forensic laboratory and wishes to continue working in that laboratory while a distance learner in the Forensic Science MS program, one letter should come from his/her supervisor and should express their willingness to allow the student to use the laboratory instrumentation for their thesis research. Otherwise, the student will be unable to complete the research component of the degree.
 - Short (one page) statement describing why the applicant wants to pursue an advanced degree in Forensic Science.
- Required for the FORENSIC PROFESSIONAL Concentration
 - Proof of current employment in a forensic laboratory or previous employment for a minimum period of five years.

The Forensic Science Graduate Committee will evaluate the background of potential students applying for admission into the program.

Meeting minimum UCF admission criteria does not guarantee program admission. Final admission is based on evaluation of the applicant's abilities, past performance, recommendations,

match of this program and faculty expertise to the applicant's career/academic goals, and the applicant's potential for completing the degree.

FINANCIALS

Graduate students may receive financial assistance through fellowships, assistantships, tuition support, or loans. For more information, see [Funding for Graduate School](#), which describes the types of financial assistance available at UCF and provides general guidance in planning your graduate finances. The [Financial Information](#) section of the Graduate Catalog is another key resource.

Fellowships are awarded based on academic merit to highly qualified students. They are paid to students through the Office of Student Financial Assistance, based on instructions provided by the College of Graduate Studies. Fellowships are given to support a student's graduate study and do not have a work obligation. For more information, see [Fellowships](#), which includes descriptions of UCF fellowships and what you should do to be considered for a fellowship.

Forensic Analysis Concentration

CURRICULUM

Total Credits Required:

32 Credits Minimum beyond the Bachelor's Degree

Required Courses—24 Credits

Core—9 Credits

- CHS 5504 Topics in Forensic Science (3 credits)
- CHS 5596 The Forensic Expert in the Courtroom (3 credits)
- CHS 6513 Quality Assurance for Forensic Scientists (3 credits)

Analysis Specialization—15 Credits

- STA 5206 Statistical Analysis (3 credits) or equivalent
- CHM 5235 Applied Molecular Spectroscopy (3 credits)
- CHM 6492 Atomic Spectroscopy (3 credits)
- CHS 6XX Forensic Analysis of Ignitable Liquids (3 credits)
- CHS 6XX Forensic Analysis of Explosives (3 credits)

Thesis—8 Credits

- CHS 6971 Thesis Research (8 credits)

Forensic Biochemistry Concentration

CURRICULUM

Total Credits Required:

32 Credits Minimum beyond the Bachelor's Degree

Required Courses—24 Credits

Core—9 Credits

- CHS 5504 Topics in Forensic Science (3 credits)
- CHS 5596 The Forensic Expert in the Courtroom (3 credits)
- CHS 6513 Quality Assurance for Forensic Scientists (3 credits)

Biochem Specialization—15 Credits

- STA 5206 Statistical Analysis (3 credits) or equivalent
- CHS 6535L Forensic Analysis of Biological Materials (3 credits)
- CHS 6535 Forensic Molecular Biology (3 credits)
- CHS 6536 Population Genetics and Genetic Data Analysis (3 credits)
- BCH 6740 Advanced Biochemistry (3 credits)

Thesis—8 Credits

- CHS 6971 Thesis Research (8 credits)

Forensic Professional

CURRICULUM

Total Credits Required:

34 Credits Minimum beyond the Bachelor's Degree

Core—9 Credits

- CHS 5504 Topics in Forensic Science (3 credits)
- CHS 5596 The Forensic Expert in the Courtroom (3 credits)
- CHS 6513 Quality Assurance for Forensic Scientists (3 credits)

Electives —24 Credits (Chosen from the following)

- STA 5206 Statistical Analysis (3 credits)
- CHM 5235 Applied Molecular Spectroscopy (3 credits)
- CHM 6492 Atomic Spectroscopy (3 credits)
- CHS 6XX Forensic Analysis of Ignitable Liquids (3 credits)
- CHS 6XX Forensic Analysis of Explosives (3 credits)
- CHS 6535L Forensic Analysis of Biological Materials (3 credits)
- CHS 6535 Forensic Molecular Biology (3 credits)
- CHS 6536 Population Genetics and Genetic Data Analysis (3 credits)
- BCH 6740 Advanced Biochemistry (3 credits)
- CGS 5131 Computer Forensics I (3 credits)
- CNT 6418 Computer Forensics II (3 credits)
- CHS 5518 Forensic Examination of Digital Evidence. (3 credits)
- CIS 6207 Practice of Digital Forensics. (3 credits)
- CAP 6133 Advanced Topics in Computer Security and Computer Forensics (3 credits)

Capstone – 1 Credit

The program capstone experience requires one-credit of Independent Study which culminates in the submission of a required report on a pre-approved topic. This will comprise either (i) a review of the current literature on a particular forensic science research topic area, or (ii) a holistic case study dealing with a particular criminal case in which forensic evidence played a significant role.

- CHS 6908 Independent Study (1 credit)

Course Agenda

December 2, 2013

1. Course Additions

College of Arts and Humanities Course Additions

HIS 5XXX **CAH-Department of History** **3(3,0) History**

in the Digital Age: PR: Graduate Standing or C.I. Readings in the history, theory, and methodologies of digital historical practices from precedents in New Social History to the present, including use in Public History. *Even Fall.*

Abbrev: (26 of 30 chars) History in the Digital Age

Discussion with others: No conflicts anticipated.

Rationale: To expand the offerings in History and Public History, and remain up-to-date with current and new practices.

Majors taking course: Elective course for History MA

HIS 5XXX **CAH-Department of History** **3(3,0)**

Readings in Historic Preservation: PR: HIS 5067 or C.I. Course will expose students to major theoretical conversations in Historic Preservation including law, sustainability, and cultural resource management. *Even Fall.*

Abbrev: (29 of 30 chars) Rdgs in Historic Preservation

Discussion with others: No conflicts anticipated.

Rationale: To expand offerings in History and Public History by introducing students to the field of historic preservation.

Majors taking course: Elective course for History MA students

MUL 5XXX **CAH-Department of Music** **3(3,0)**

SPLIT CLASS

Band Literature: PR: Graduate Standing or C.I. Survey of materials for use in the public school band classroom, including beginning band methods, technique books, and musical selections appropriate for concert performance. *Occasional.*

Abbrev: (15 of 30 chars) Band Literature

Discussion with others: n/a

Rationale: This course will provide a valuable elective for Music MA students with a concentration in conducting or music education.

Majors taking course: Music MA students

SPLIT CLASS

MUL 5XXX **CAH-Department of Music** **3(3,0)**

Choral Literature: PR: Graduate Standing or C.I. Survey of choral music from its beginnings to the present with consideration of historical perspective; genres, styles and performance practice; major composers and representative works. *Occasional.*

Abbrev: (17 of 30 chars) Choral Literature

Discussion with others: n/a

Rationale: This course will provide a valuable elective for Music MA students with a concentration in conducting or music education.

Majors taking course: Music MA students

College of Education and Human Performance Course Additions

ED-School of Teaching, Learning, and

ESE 6XXX

Leadership

1(1,0)

Critical Issues in Secondary Education: PR: ESE 6935; CR Graduate Internship. Examination of critical issues in secondary education including classroom and behavior management, technology, and current issues. *Spring, Fall.*

Abbrev: (22 of 30 chars) Critical Issues Sec Ed

Rationale: This course addition is in conjunction with the revision to the Master of Arts in Teaching. This seminar will be required co-requisite with two semesters of graduate internship. This course will address current issues candidates are experiencing in the internship classroom as well as critical issues which change over time. Areas which need to be addressed further will also be incorporated including behavior management and technology.

Majors taking course: All tracks of the Master of Arts in Teaching.

LAE 5XXX

ED-School of Teaching, Learning, and

Leadership

3(3,0)

Disciplinary Literacy in the Content Areas : PR: n/a. Designed to assist in understanding the adolescent reader and writer, this course will examine theory, strategies, resources, and implementation options of disciplinary literacy specifically in the content areas (Mathematics, Science, Social Studies, and other content areas). *Spring, Summer.*

Abbrev: (27 of 30 chars) Disc Literacy Content Areas

Rationale: This course will be a new course required in the MAT program.

Majors taking course: 7 of the 9 tracks of the MAT will require the course. All students admitted in summer 2014 could take the course that term.

College of Sciences Course Additions

CHS 6XXX

COS-Department of Chemistry

3(3,0)

Forensic Analysis of Explosives: PR: Admission into Forensic Science M.S. program or C.I. Modern analytical methods and protocols for the forensic analysis of low and high explosives. Analysis of pure materials and post-blast residues will be covered along with scene search and recovery protocols. *Odd Spring.*

Abbrev: (22 of 30 chars) Analysis of Explosives

Rationale: The course is added to allow complete coverage of this important topic as part of the Forensic Science M.S. program. The amount of material and importance of the topic justify a full semester course, as opposed to covering the topic in a broader forensic course.

Majors taking course: Forensic Science M.S.

CHS 6XXX

COS-Department of Chemistry

3(3,0)

Forensic Analysis of Ignitable Liquids: PR: Admission into Forensic Science M.S. or C.I. Modern analytical methods and protocols for the forensic analysis of ignitable liquids. Ignitable liquid production as relates to ASTM classification, sampling methods, databases and modern methods of data analysis. *Even Spring.*

Abbrev: (17 of 30 chars) Ignitable Liquids

Discussion with others: n/a

Rationale: The analysis of ignitable liquids is an important forensic activity in the investigation of potential arson cases. Fire debris analyses are conducted in many forensic laboratories throughout the world. The course is added to allow complete coverage of this important topic as part of the Forensic Science M.S. program. A full semester course is required for a comprehensive study of the topic.

Majors taking course: Forensic Science M.S.

MAA 6XXX **COS-Department of Mathematics** **3(3,0)**

Measure and Probability II: PR: MAA 6XXX (Measure and Probability I), or C.I. Martingales, Markov Processes, stopping times, Brownian motion, Weiner measure *Occasional.*

Abbrev: (26 of 30 chars) Measure and Probability II

Rationale: This is an extension of Measure and Probability I to enable students to understand contemporary issues in probability.

MAA 6XXX **COS-Department of Mathematics** **3(3,0)**

Stochastic Calculus: PR: MAA 6XXX (Probability and Measure II), or C.I. Stochastic integration, Stochastic Differential Equations *Occasional.*

Abbrev: (19 of 30 chars) Stochastic Calculus

Rationale: This enables graduate students in mathematics to be introduced to the ideas of the Stochastic Calculus.

MAP 6XXX **COS-Department of Mathematics** **3(3,0)**

Applied and Computational Harmonic Analysis: PR: MAA 6229 or C.I. Fourier Series, Fourier transform, Littlewood-Paley theory, Heisenberg uncertainty principle, wavelets, frame theory, Karhunen-Loeve transform, comprehensive sensing, matrix completion, phase retrieval, signal processing. *Occasional.*

Abbrev: (28 of 30 chars) App. & Comp. Harmonic Analy.

Rationale: This course will enable students to obtain skills in signal processing.

INR 6XXX **COS-Department of Political Science** **3(3,0)**

The Intelligence Community: PR: Admission to a graduate program, or C.I. The intelligence community structure in its relationship to foreign policy decision making, consideration of control and reliability questions, and issues of cooperation and coordination. *Occasional.*

Abbrev: (26 of 30 chars) The Intelligence Community

Discussion with others: n/a

Rationale: This course will provide MA and PhD students with an intensive introduction to research on terrorism, as subject matter not currently addressed extensively in the department's offerings.

COM 5XXX **COS-Nicholson School of Communication** **3(3,0)**

Topics in Communication Theory and Research: PR: Admission to Communication MA or C.I. In-depth examination of a particular area of communication theory and research, emphasizing

major developments, current uses, implications for research, and overall impact on the field.
Occasional.

Abbrev: (23 of 30 chars) Topics in Communication

Repeat For Credit: True Max Times: 2

Discussion with others: n/a

Rationale: This course will help expand the electives for MA students and open the opportunity for resident and visiting faculty to offer one-time courses in their area of expertise addressing emerging developments in the field.

PUR 6XXX COS-Nicholson School of Communication 3(3,0)

Communicating Corporate Social Responsibility: PR: Graduate standing or C.I.

Communication processes required for developing, implementing, publicizing, and evaluating corporate social responsibility program in organizations. *Occasional.*

Abbrev: (17 of 30 chars) Communicating CSR

Discussion with others: We are not aware of any. I have attached a response I received from Marketing but I have not yet heard from the Management department Chair.

Rationale: Corporate social responsibility is an increasingly important topic in public relations and strategic communication as organizations strive to adapt to stakeholder expectations for ethical behavior. A communication approach is central to describing the spectrum of behaviors that undergird CSR expectations, organizational responsiveness, and accountability.

Majors taking course: None.

2. Special Topics Additions

College of Arts and Humanities Special Topics Additions

HIS 5937 CAH-Department of History 3(3,0) History

in the Digital Age: PR: Graduate Standing or C.I. Readings in the history, theory, and methodologies of digital historical practices from precedents in New Social History to the present, including use in Public History. *Occasional.*

Abbrev: (26 of 30 chars) History in the Digital Age

Discussion with others: No conflicts anticipated.

Rationale: To expand the offerings in History and Public History, and remain up-to-date with current and new practices.

HIS 5937 CAH-Department of History 3(3,0)

Readings in Historic Preservation: PR: HIS 5067 or C.I. Course will expose students to major theoretical conversations in Historic Preservation including law, sustainability, and cultural resource management. *Occasional.*

Abbrev: (29 of 30 chars) Rdgs in Historic Preservation

Discussion with others: No conflicts anticipated.

Rationale: To expand offerings in History and Public History by introducing students to the field of historic preservation.

SPLIT CLASS

MUL 5937 CAH-Department of Music 3(3,0)

Band Literature: PR: Admission to the graduate program in Music, graduate standing or C.I. Survey of materials for use in the public school band classroom, including beginning band methods, technique books, and musical selections appropriate for concert performance. *Occasional.*

Abbrev: (15 of 30 chars) Band Literature

Discussion with others: n/a

Rationale: At this time, the UCF Music Department does not offer a band literature course at either the graduate or undergraduate levels. This courses seek to fulfill a curricular gap and entice additional students into the program.

SPLIT CLASS

MUL 5937

CAH-Department of Music

3(3,0)

Choral Literature: PR: Admission to the graduate program in Music, Graduate Standing or C.I. Survey of choral music from its beginnings to the present with consideration of historical perspective; genres, styles and performance practice; major composers and representative works. *Occasional.*

Abbrev: (17 of 30 chars) Choral Literature

Discussion with others: n/a

Rationale: At this time, the UCF Music Department does not offer a choral literature course at either the graduate or undergraduate levels. This courses seek to fulfill a curricular gap and entice additional students into the program.

College of Engineering and Computer Science Special Topics Additions

ECS-Department of Electrical Engineering

COP 5937

and Computer Science

3(3,0)

Advanced Web Programming: PR: COT 3100C. How to build efficient interactive multiuser web applications using modern web technologies such as Node.js. *Occasional.*

Abbrev: (24 of 30 chars) Advanced Web Programming

Discussion with others: The instructor has had discussions with Dr. Mark Llewellyn who teaches two undergraduate courses at the 4000 level on web applications. There would be only minimal overlap at the beginning because this new course covers Node.js, WebRTC, and other advanced topics, which are not addressed in the two undergraduate courses at all.

COT 5937

**ECS-Department of Electrical Engineering
and Computer Science**

3(3,0)

Advanced Cryptography: PR: COT 3100C. This course explains the inner workings of public-key systems and higher-level cryptographic protocols. It introduces senior undergraduate students and graduate students to (1) advanced cryptographic protocols such as multi-party computation and homomorphic encryption, (2) important real-life applications such as e-cash systems, and (3) advanced topics in algorithmic number theory such as lattices and elliptic curves. *Occasional.*

Abbrev: (21 of 30 chars) Advanced Cryptography

College of Nursing Special Topics Additions

NGR 7939L

CON-Department of Nursing

VAR(VAR,VAR) Advanced Clinical Practice Selective for

Advanced Practice Nursing: PR: NGR 7065, 7176

or C.I. Clinical Management of Clients with Complex Health Maintenance, Health Promotion and Illness. *Occasional.*

Abbrev: (29 of 30 chars) Adv. Clin. Practice Selective

Discussion with others: Not applicable

Rationale: Teach out of students in old curriculum

College of Sciences Special Topics Additions

MAP 6938

COS-Department of Mathematics

3(3,0)

Analysis of Low-Dimensional Structures in High-Dimensional Data: PR: MAA 5228
and

MAS 5145, or STA 6326 and STA 6329, or C.I. Integrates modern topics in approximation theory, non-parametric statistics, signal and image processing and learning theory. *Occasional.*

Abbrev: (26 of 30 chars) Low-Dimensional Structures

Discussion with others: Statistics and Computer Science classes cover part of the course but no existing course covers this material. These departments have been consulted and approve.

Rationale: This course will deliver very new methodologies that are either scattered in other courses or have not yet been incorporated into the curriculum.

PUR 6938

COS-Nicholson School of Communication

3(3,0)

ST: Communicating Corporate Social Responsibility: PR: Graduate standing or C.I.

Communication processes required for developing, implementing, publicizing, and evaluating corporate social responsibility programs in organizations. *Occasional.*

Abbrev: (17 of 30 chars) Communicating CSR

Discussion with others: We are not aware of any. I have attached a response I received from Marketing but I have not yet heard from the Management department Chair.

Rationale: Corporate social responsibility is an increasingly important topic in public relations and strategic communication as organizations strive to adapt to stakeholder expectations for ethical behavior. A communication approach is central to describing the spectrum of behaviors that undergird CSR expectations, organizational responsiveness, and accountability.

3. Course Revisions

College of Arts and Humanities Course Revisions

LIT 6216

Issues in Literary Study

3(3,0)

PR: Graduate standing in English or C.I.

Specific issues and controversies in literary study. May be used in the degree program a

maximum of 3 4 times only when course content is different.

Rationale: We need to change the total number of times the course may be taken from three to four. The class is often used as an advised elective and/or an additional class for non-thesis students, it is possible that they may need a fourth iteration of the class. This, of course, will only be allowable when the content is different for each iteration.

Majors taking course: MA in English and MFA in Creative Writing

There are no programs that list LIT 6216.

LIT 6936

PR: Graduate standing and C.I.

Studies in Literary, Cultural, and Textual

Theory

3(3,0)

Specific topics in the study of literature that foreground cultural and theoretical issues. May be used in the degree program a maximum of 3 4 times only when course content is different.

Rationale: We need to change the total number of times the course may be taken from three to four. The class is often used as an advised elective and/or an additional class for non-thesis students. It is possible that they may need a fourth iteration of the class. This, of course, will only be allowable when the content is different for each iteration.

Majors taking course: MA in English, Creative Writing MFA

There are no programs that list LIT 6936.

ART 5280C

Serial Content and Classic Form I

3(3,3)

ART 5280

Serial Content

3(3,0)

PR: Admission to MFA: Emerging Media MFA or Digital Media MA, graduate standing, or C.I.

Studio course exploring serial imaging history, pictographs, alphabet development, typographic design, Serial content, story forms, interactive narrative theory and the computer as sequenced design concepts practice for art, digital media and tools. film. Traditional and non-traditional forms of visual and interactive storytelling.

Abbrev (14 of 30): Serial Content and Clas Form I Serial Content

Discussion with others: n/a

Rationale: Given the recent merger of the Film Department in the School of Visual Arts and Design (SVAD), and in order to align curriculum across our graduate programs, we will be bringing the Entrepreneurial Digital Cinema track (currently under the Film MFA program) into the Emerging Media MFA program. The two current tracks of the MFA program (Studio Art & the Computer and Digital Media) will also be revised in order to establish across the three tracks the same number of required credit hours to complete the degree as well as a common core of courses to be taken by students in all three tracks. Course revisions need to be made for the alignment.

Majors taking course: Emerging Media MFA students

There are no programs that list ART 5280C.

College of Education and Human Performance Course Revisions

	Issues and Methods in Secondary School	
SCE 5337	Science	3(3,0)

Secondary science education special methods course is designed to augment ~~students'~~ students' understanding of instructional methods and their applications to middle and high school science curriculum.

Discussion with others: No duplications or conflicts

There are no programs that list SCE 5337.

Inquiry and Instructional Analysis in Social Science Education3(3,0)PR: EDG 6415 or

~~Preparation certificate. 6415, EDF 6237.~~

Abbrev (35 of 30): ~~Inquiry & Instl Anal Soc Sci Inquiry Inst Anal Soc Sci Education~~

Discussion with others: No duplications or conflicts.

There are no programs that list SSE 5790.

Methods of Teaching English Language Arts 3(3,0)

~~Preparation certificate. 5085.~~

Discussion with others: No duplications or conflicts

There are no programs that list LAE 5346.

Teaching Middle School Science

~~program or Initial Teacher Professional Preparation certificate. EDF 6237.~~

Term Offered: ~~Occasional~~ Fall

Rationale: This course is now recommended to be taken with internship for students in the MAT program. The prerequisite courses listed here are now to be taken prior to

internship. Majors taking course: Teacher Education MAT, Middle School Science Track

There are no programs that list SCE 5325.

MAE 5327 Teaching Middle School Mathematics 3(3,0)

PR: ~~EDG 6415 and TSL 5085 or admission to Initial Teacher Professional Preparation certificate.~~ 6415, EDF 6237.

Students will develop skills in planning and delivering mathematics instruction in grades 5-9.

The use of technology, cooperative learning, ESOL, and manipulatives is considered.

Term Offered: ~~Occasional~~ Fall

Discussion with others: No duplications or conflicts.

Rationale: This course is now recommended to be taken with internship for students in the MAT program. The prerequisite courses listed here are now to be taken prior to internship.

Majors taking course: Teacher Education MAT, Middle School Math Education Track

There are no programs that list MAE 5327.

ARE 5359 Teaching Art K-12 4(4,0) PR:

~~Admission to MA in Art Education, graduate standing or C.I.~~ EDG 6415, EDF 6237. Transition from university art practices to public school teaching of art. Organize, design, Organizing, designing, and analyze analyzing art learning experience and activities appropriate for students K-12. elementary and secondary school students.

Term Offered: Fall, Summer

Discussion with others: No duplications or conflicts.

Rationale: This course is now recommended to be taken with internship for students in the MAT Art Education Track. The prerequisite courses listed here are now to be taken prior to internship.

Majors taking course: Teacher Education MAT Art Education track students

There are no programs that list ARE 5359.

MAE 5336

Current Methods in Secondary School Mathematics

3(3,0)

PR: ~~EDG 6415, TSL 5085, or admission to MED program or Initial Teacher Professional Preparation certificate.~~ EDF 6237.

Required special methods course for mathematics 6-12 certification. Assessment, curriculum, technology, practical classroom ideas and activities.

Term Offered: ~~Occasional~~ Fall

Discussion with others: No duplications or conflicts.

Rationale: This course is now recommended to be taken with internship for students in the MAT program. The prerequisite courses listed here are now to be taken prior to internship.

Majors taking course: Teacher Education MAT, Math Education Track

There are no programs that list MAE 5336.

College of Health and Public Affairs Course Revisions

PAD 7827

Collaborative Public Management

3(3,0)

) Network Governance

PR: Admission to Public Affairs Ph.D. program or C.I.

Analysis of theory, skills and processes of designing, developing, evaluating and managing networks in a public policy and management setting with emphasis on building capacity across organization and sectoral boundaries.

Abbrev (18 of 30): ~~Collaborative Public Mgmt~~ Network Governance

Term Offered: ~~Even Fall~~ Odd Fall, Even Spring

Discussion with others: NA - existing course

Rationale: The complex public problems require productive collaboration across different organizations, professions and sectors. Network governance refers to inclusive and participatory approaches to public/decision-making, collective action and implementation. This course is designed to address ways to work together across institutional, geographic, economic and social boundaries in many different policy domains. The current name does not reflect the broad coverage of this course.

Majors taking course: Public Affairs PhD

There are no programs that list PAD
7827.

College of Sciences Course Revisions

CHS 6513

~~QA & Bioinformation~~

3(3,0)

) Quality Assurance for Forensic Scientists

PR: Admission into Forensic Science M.S. and C.I. and satisfaction of statistics and biology requirements.

Principles and concepts of Quality Assurance quality assurance for forensic scientists. Includes a description study of current industry wide standards national analytical and procedures for locating, evaluating, and processing information about DNA. accreditation standards.

Abbrev (26 of 30): ~~QA & Bioinformation~~ QA for Forensic Scientists

Term Offered: ~~Occasional~~ Even Fall

Repeat For Credit: ~~No~~ Yes Max Times: 0

Discussion with others: n/a

Rationale: Only a course name change is requested: no change to course syllabus is proposed. The original course title included the term 'Bioinformation' which was meant to represent the intent to give students an awareness of how information could be gleaned from the internet. Fifteen years on, all students are now internet savvy and this heuristic element is no longer necessary: students are expected to be able to retrieve information from the internet. The new course name better reflects the nature of the currently taught course.

Majors taking course: Forensic Science

M.S. There are no programs that list CHS
6513.

MAA 6238

~~Measure and Probability~~

3(3,0)

) Measure and Probability I

PR: MAA 5240 6229 or C.I.

~~Measure and integration, probability measures,~~ The law of large numbers, central limit

theorems, random variables, distribution and characteristic functions. Convergence in LP, probability, distribution and with probability one. walks, Poisson processes, stopping times, martingales. **Abbrev (25 of 30): ~~Measure and Probability~~ Measure and Probability I**

Term Offered: ~~Odd Fall Even Fall~~ Occasional

Rationale: This is an updating of the course to reflect contemporary questions in probability. Majors taking course: Mathematics PhD and MS students

There are no programs that list MAA 6238.

MAP 6408

~~Applied Mathematics II~~

3(3,0)

) Perturbations and Asymptotic Methods

PR: MAP 2302 3203, MAS 3105, and MAA 6405 4402, or equivalent: graduate status, or C.I. Asymptotic series, asymptotic expansion of integrals, regular Analysis and singular perturbation expansions, boundary layer, multiple scales, Perturbation Methods, Multiple Scales, Boundary Layers, WKB theory. method, Stationary Phase method, Steepest Descents, Riemann-Lebesgue Lemma

Abbrev (26 of 30): ~~Applied Mathematics II~~ Perturbations &

Asymptotic Rationale: This is a restructuring of the course to increase effectiveness. Majors taking course: Mathematics MS & PhD

There are no programs that list MAP 6408.

MAD 5205

~~Combinatorics and Graph Theory II~~

3(3,0)

) Graph Theory I

PR: MAD 4203, graduate status or ~~senior standing~~, or C.I.

Polya's theory of counting; Latin squares Connectivity, Hamilton cycles, spanning trees, network flows, matchings, vertex and rectangles; block designs; coding theory; probabilistic methods; hypergraphs; applications. edge colorings planar graphs, extremal problems, Ramsey theory, spectral graph theory.

Abbrev (14 of 30): ~~Comb & Graph Theory II~~ Graph Theory I

Rationale: This is a restructuring of the course to increase effectiveness. There are no programs that list MAD 5205.

MAD 6309

~~Advanced Graph Theory I~~

3(3,0)

) Graph Theory II

PR: MAD 5XXX (Graph Theory I) or C.I.

A seminar devoted mainly to reading papers and presenting their content. Advanced areas Perfect graphs, structure of graph theory will be covered. Primarily for PhD students in Mathematics and Computer Science. 3-connected graphs, matchings, nowhere zero flows, list coloring, extremal problems, Tutte polynomial, Hadwiger conjecture, Erdos-Hajnal conjecture, Vising's conjecture

Abbrev (15 of 30): ~~Advanced Graph Theory I~~ Graph Theory II

Rationale: This is a restructuring of the course to increase effectiveness. Majors taking course: Mathematics PhD & MS

There are no programs that list MAD 6309.

MAP 6407**Applied Mathematics-I****3(3,0)****) Integral Equations and the Calculus of Variations**

PR: MAP 2302, 3203 and MAS 3105, MAA 4226, MAA 4402, or graduate standing, or C.I. Linear functionals, calculus Dimensional Analysis and Scaling, Calculus of variations, Hamilton's principle, Rayleigh-Ritz method, Variations, Lagrangian and Hamiltonian Mechanics, Noether's Theorem, Equations of Applied Mechanics, Sturm-Liouville theory, Green's functions for ordinary differential equations, Volterra and Fredholm integral equations. Theory, Integral Equations, Similarity Methods

Abbrev (30 of 30): Applied Mathematics-I-Int. Equations & Calc. of Var.

Term Offered: Occasional Fall

Rationale: This is a restructuring of the course to increase effectiveness. Majors taking course: Mathematics PhD, MS & Certificate
There are no programs that list MAP 6407.

COM 6303

**Qualitative Research Methods in
Interpersonal Communication
in
Communication**

3(3,0) Qualitative Research Methods

PR: Admission to Communication MA or program consent. C.I.

Examination of qualitative research methods in interpersonal communication, communication with emphasis on collecting interviewing, ethnography, focus groups, observational methods and analyzing ethnographic data. data interpretation.

Abbrev (26 of 30): Interpersonal Qual Research-Communication Qual Methods

Term Offered: ~~Fall~~ Fall, Spring

Discussion with others: n/a

Rationale: We are streamlining our courses by integrating the Mass and Interpersonal methods courses. There is very little difference between Mass and Interpersonal qualitative methods, by having one instead of two courses, we can plan a more clear progress toward graduation for students without having to substitute the Mass Com for the Interpersonal Com qualitative course or vice versa, which we do quite often to make their GPS fit with graduate requirements. We will change the Mass Communication MA qualitative research requirement to COM 6XXX.
Majors taking course: Mass and Interpersonal Communication MA students
There are no programs that list COM 6303.

4. Course Deletions**College of Business Administration Course Deletions****FIN 6314****BA-Department of Finance****3(3,0)**

Management of Financial Institutions PR: Graduate standing and FIN 6406. Analysis of management policies of financial institutions including asset, liability, and capital

management. Study of the legal, economic, and regulatory environment faced by banks.

Rationale: Course has not been offered in five years. There are no plans to offer the course in the near future.

There are no programs that list FIN 6314.

FIN 6425 **BA-Department of Finance** **3(3,0)**

Asset Management and Financial Decisions PR: Graduate standing and FIN 6406.

Considers the interrelated decision-making process of asset allocations, corporate fundraising, dividend policies, and market maximization.

Rationale: Course has not been offered in five years. There are no plans to offer the course in the near future.

There are no programs that list FIN 6425.

FIN 6475 **BA-Department of Finance** **3(3,0)**

Valuation of Small Businesses PR: Graduate standing and FIN 6406. Theory and practice of estimating the value of small, closely held businesses.

Rationale: Course has not been offered in five years. There are no plans to offer the course in the near future.

There are no programs that list FIN 6475.

5. Course Continuations

College of Sciences Course Continuations

ANG 5272 **COS-Department of Anthropology** **3(3,0)**

Culture, Power and Development PR: Admission to Anthropology MA, Maya Studies GC, or C.I. Origins and contemporary ramifications of underdevelopment and disempowerment in the world system from an anthropological perspective.

Rationale: Will offer in Fall 2014.

There are no programs that list ANG 5272.

CHM 5580 **COS-Department of Chemistry** **3(3,0)**

Advanced Physical Chemistry CR: CHM 3411 and PR: MAC 2313, and graduate status or senior standing or C.I. Selected topics of thermodynamics, kinetics, quantum mechanics, and structure.

Rationale: Offered occasionally, and with anticipated additional faculty hires will offer more frequently.

There is 1 program that lists CHM 5580: Chemistry (B.S.)

CHM 6492 **COS-Department of Chemistry** **3(3,0)**

Atomic Spectroscopy PR: CHM 3120 or C.I. Includes theory and instrumentation for atomic absorption and emission spectroscopy with focus on their applications in various fields including forensic science.

Rationale: Offered occasionally, and with anticipated additional faculty hires will offer more frequently.

There are no programs that list CHM 6492.

MAP 6507 **COS-Department of Mathematics** **3(3,0)**
Wave Propagation through Random Media PR: MAP 2302, EEE 5542, or C.I. Development of mathematical models for laser communications and laser radar in atmospheric turbulence. Free-space propagation of Gaussian beams and classical theories of propagation.
Rationale: Course will be offered in future semesters.
There are no programs that list MAP 6507.

PHY 6673 **COS-Department of Physics** **3(3,0)**
Advanced Quantum Mechanics PR: PHY 6624. Fields, radiation, Klein-Gordon equation, Dirac equation, relativistic quantum scattering, photon propagator.
Rationale: Department plans on offering it in future semesters.
There are no programs that list PHY 6673.

CPO 6075 **COS-Department of Political Science** **3(3,0)**
Comparative Political Economy PR: Graduate standing. Seminar in the political economy of advanced industrial societies, dealing with the interplay of citizens, governments, the economy, and political institutions.
Rationale: Will be offered 15-16' by new faculty.
There are no programs that list CPO 6075.

INR 6108 **COS-Department of Political Science** **3(3,0)**
Seminar in American Foreign Policy PR: Admission to a graduate degree-seeking program or C.I. Domestic and international factors influencing the development of selected foreign policy issues.
Rationale: Will be offered SP15.
There are no programs that list INR 6108.

POS 6743 **COS-Department of Political Science** **3(3,0)**
Geographic Tools for Political Science Research PR: Graduate standing or C.I. Provides an introduction to the theoretical assumptions, analytical possibilities and application of geographic tools of analysis for political science research.
Rationale: Will be offered 15-16' by new faculty.
There are no programs that list POS 6743.

PUP 6938 **COS-Department of Political Science** **3(3,0)**
Special Topics/Public Policy This course title covers all public policy special topics courses which are not listed in the catalog with a course number. May be repeated for credit only when course content is different.
Rationale: Will be offered SP14.
There are no programs that list PUP 6938.

PUP 6015 **COS-Department of Political Science** **3(3,0)**
Comparative Public Policy PR: Graduate standing or C.I. Comparative public policy theories applied to immigration, education, trade, taxation, and fiscal policy.
Rationale: Will be offered in next 2 years.

There are no programs that list PUP 6015.

SYP 6565

COS-Department of Sociology

3(3,0)

Elder Abuse and Neglect PR: Graduate standing or C.I. A sociological examination of elder abuse and neglect in the family and other social settings.

Rationale: Will be offered with anticipated faculty hire.

There are no programs that list SYP 6565.

STA 6705

COS-Department of Statistics

3(3,0)

Data Mining Methodology III PR: Graduate standing and STA 5703. Current topics in data mining.

Rationale: Will offer in future semesters w/ anticipated faculty hires.

There are no programs that list STA 6705.