Graduate Council Curriculum Committee
January 10, 2018
2:30 p.m., Millican Hall room 395E

Agenda

1. Welcome and call to order

2. Review of minutes from November 29, 2017

3. General business

4. Addition of CBA Management MS program-Entrepreneurship track effective Fall 2018

5. Revision of CBA Real Estate PMRE program effective Spring 2019

6. Revision of CAH Professional Writing Graduate Certificate program effective Fall 2018

7. Revision of CAH Texts and Technology PhD program effective Fall 2018

8. Revision of CECS Environmental Engineering MSEnvE program and track effective Fall 2018

9. Revision of CECS Environmental Engineering MS program and track effective Fall 2018

10. Revision of CEHP Art Education MAT program effective Spring 2018

11. Revision of COP Optics and Photonics MS program effective Fall 2018

12. Revision of COS Security Studies PhD program effective Fall 2018

13. Revision of COS Communication MA program effective Fall 2018

14. Revision of COS Corporate Communication Graduate Certificate program effective Fall 2018

15. Revision of COS Intelligence and National Security Graduate Certificate program effective Fall 2018

16. Addition of CAH split level course: THE 4XXX/5XXX Health and Wellness for the Performing Artist

17. Courses and special topics

18. Adjournment

Members of the Graduate Council Curriculum Committee

Charles Kelliher, Chair, CBA	Devon Jensen, CGS Liaison
Jim Moharam, Steering Liaison, COP	Mostafa Bassiouni, CECS
Kerry Purmensky, CAH	Joellen Edwards, CON
Elsie Olan, CEHP	Foard Jones, CBA
Jennifer Sandoval, COS	David Hagan, COP
Cheyenne Ro, RCHM	Lynn Hepner, CAH
Art Weeks, CECS	Jana Jasinski, COS
Diane Andrews, CON	Jesse Mendez, CEHP
Steven Ebert, COM	Saleh Naser, COM
Mercedeh Khajavikhan, COP	Youcheng Wang, RCHM
Terrie Sypolt, LIB	Ross Wolf, COHPA
Joshua Troche, COHPA	Andrea Pulido, GSA

College of Graduate Studies

UCF

Graduate Program Recommendation Form - ADDITIONS ONLY

This form is to be used to ADD degree programs, tracks, or certificate programs. If there are tracks being added to the program, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines.

☑ A list of faculty who will participate in the program, track or certificate and their credentials.

☐ If applicable, a written agreement from all involved units that they are in support of, will provide courses to, or will participate in the program, track, or certificate.

☐ Course Action Request forms, as needed.

☐ Library assessment of resources.

College/Unit(s) Submitting Proposal: College of Business

Proposed Effective Term/Year: Fall 2018

Unit(s) Housing Program: Management

Name of program, track and/or certificate: Management MS, Entrepreneurship track

Please check all that apply. This action affects a: ☐ Program ☑ Track ☐ Certificate

DELIVERY: Program will be delivered: ☑ Face to Face ☐ UCF Online ☐ Mixed Delivery

Will the program be a **market tuition rate** program? ☑ Yes ☐ No

Will the program be a **cost recovery** program? ☐ Yes ☑ No

Brief description of program and rationale for the addition: **Do not add complete catalog copy here.**

This MSM program in program empowers participants to create, validate, communicate, and execute business startup and corporate venture proposals. Classes will emphasize hands-on, experiential learning and frequent opportunities to learn from successful entrepreneurs and investors. The program is organized to mirror the phases of startup processes-discovery, planning, and implementation, so that students can work on developing their own startup venture proposals while earning a valuable graduate degree. Students in the program can (1) earn a degree while working on your startup venture; (2) Gain hands on experience with new venture startup and business development methods; (3) Build professional networks by connecting with many or our region's top startup founders, funders, and facilitators; (4) Gain exclusive access to expert faculty, advisors, design resources, and startup competitions; and (5) Complete a degree in one year

Impact on Current Students

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 attach a list of students if possible:

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

If yes, how will current students be impacted by the addition of a program, track or certificate?

We anticipate an entrepreneurship track in the MSM program will attract students interested in new venture development. This is likely to be a different set of students than those enrolled or interested in the existing MSM tracks, which are focused on human resources and data analytics. Thus, current students enrolled in the MSM program will have the option to stay in their existing tracks.

Future Students

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.

This program is ideal for professionals with a minimum of three years of professional experience in a business and/or engineering-related field, such as management, marketing, sales, finance, engineering, research and development (R&D), project management, and technology/IT. Our target market includes: CONTINUED AT BOTTOM OF PAGE*

	Year 1	Year 2	Year 3
Headcount	30	36	36
SCHs	900	1,080	1,080

Indicate likely career or student outcomes upon completion: (What will students do? What will their job titles be?)

Please complete the following table on financial support:
(Specify all forms of support – assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1	0	0	0	0	0
Year 2	0	0	0	0	0
Year 3	0	0	0	0	0

* • Entrepreneurs working on developing and launching their own startup ventures(1) employees working in corporate settings who want to contribute to business development and innovative projects, (2)leaders of new and growing public and non-profit initiatives, (3) Advisors interested in a career in startup/small business consulting, (4) those seeking a graduate business degree that focuses on entrepreneurial leadership skills.

Signatures

Recommend Approval *(all approval levels must be signed)*

Graduate Faculty Program Coordinator:

Print: Ronald F. Piccolo   Signature: _____   Date: 11/9/1̄

Digitally signed by rpiccolo
DN: dc=edu, dc=ucf, dc=net, ou=People,
cn=rpiccolo, email=Ronald.Piccolo@ucf.edu
Date: 2017.11.09 10:25:45 -05'00'

Department Chair / Director

Print: Ronald F. Piccolo   Signature: _____   Date: 10/16/2017

Digitally signed by rpiccolo
DN: dc=edu, dc=ucf, dc=net, ou=People,
cn=rpiccolo, email=Ronald.Piccolo@ucf.edu
Date: 2017.10.16 11:13:24 -04'00'

College Academic Standards

Print: PRADIP KUMAR RAMANLAL   Signature: _____   Date: 11/17/2017

College Dean

Print: Foard Jones   Signature: _____   Date: 11/17/2017

Graduate Council

Print: _____   Signature: _____   Date: _____

Vice President for Research and Dean of the College of Graduate Studies:

Print: _____   Signature: _____   Date: _____

Approval

Provost and Executive Vice President:

Print: _____   Signature: _____   Date: _____

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

Department(s); College; Registrar; Associate Registrar; Institutional Knowledge Management; Academic Services; College of Graduate Studies

Professional Master of Science in Entrepreneurship
Graduate Catalog Copy

TRACK DESCRIPTION

The Entrepreneurship Track in the Professional Master of Science in Management (PMSM/ENT) program is accredited by AACSB International. It is designed for students, working professionals and aspiring entrepreneurs who are interested in developing and implementing new programs, projects, or ventures within their organizations and industries. The program is organized to mirror the phases of startup processes – discovery, planning, and implementation – so that students can work on developing their own startup venture proposals while earning a valuable graduate degree.

This program is a professional program with a market rate tuition and is considered a [part-time program. The tuition is the same for Florida residents and non-residents. Please visit www.business.ucf.edu/graduate-programs for more information.

Show Program Description⌄

CURRICULUM

The Entrepreneurship Track in the Professional Master of Science in Management (PMSM/ENT) program is designed for students and working professionals who aspire to become innovators and leaders who seek to develop new venture, consult with small business start-ups, or contribute to business development in their organizations. This 30-hour experiential program provides an alternative to the MBA degree for students who desire specialized study in creative and entrepreneurial thinking.

Program
Total Credit Hours Required:
30 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—15 Credit Hours

Students take the courses listed below.

- GEB 6895 Business Intelligence (3 credit hours)
- MAN 6245 Organizational Behavior (3 credit hours)
- MAN 6915 Applied Field Projects (3 credit hours)

Students take two of the courses listed below.

- MAN 6325 Applied Research Tools (3 credit hours)

- QMB 6755 Models for Business Decision Making (3 credit hours)
- MAN 6305 Human Resources Management (3 credit hours)

Specialization Courses—15 Credit Hours

Students take the courses listed below.

- ENT 5XXX Creativity & Entrepreneurship
- ENT 5016 New Venture Design
- ENT 5206 New Venture Implementation
- ENT 6908 Independent Study (startup portfolio)

Students take one of the courses listed below.

- ENT 6617 Innovation & Entrepreneurship Strategy
- MAN 6721 Applied Strategy and Business Policy

Capstone Course

The Professional Master of Science in Management/Entrepreneurship (PMSM/ENT) capstone course/independent study, ENT 6908, is required for all PMSM/ENT students. This capstone course applies concepts, theories and methods learned earlier in the program to organizational problems and new venture development in business settings.

Additional Program Requirements

Any student enrolled in a College of Business Administration master's degree program who earns more than two final course grades below a B- will be dismissed from the program and retention plans will not be supported by the College of Business Administration.

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.
- The GMAT is not required, however, the Admissions Committee may ask for the GMAT to strengthen a candidate's application packet.
- Three letters of recommendation or three e-mail addresses of recommenders.

- Prepare a career goal statement explaining why you want to earn a Master of Science degree in Management; why you believe this is the right time for you to pursue this degree; and why you selected UCF.
- Résumé
- Interview. Student will be contacted to schedule an interview after the application is complete.
- A computer-based score of 233 (or 91 internet-based score) on the Test of English as a Foreign Language (TOEFL) is required 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 whose completed bachelor's degree is from 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.

Early application tuition discounts are available for this program. To view early application discount deadlines, and for more information, visit the Executive Development Center website at www.business.ucf.edu/graduate-programs.

Application Deadlines

Entrepreneurship	*Fall Priority	Fall	Spring	Summer
Domestic Applicants		July 1	-	-

The next available term for this program is Fall 2018. Classes will be taught at the UCF Executive Development Center in Downtown Orlando.

International Applicants	-	-	-	-
International Transfer Applicants	-	-	-	-

*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.

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

Memo

To: Dr. Ronald F. Piccolo, Chair of the Department of Management, College of Business Administration
Dr. Paul Jarley, Dean, College of Business Administration
Dr. Devon Jensen, Associate Dean, College of Graduate Studies
Mr. Barry Baker, Director of Libraries
Ms. Ying Zhang, Head, Acquisitions & Collections
Ms. Sara Duff, Acquisitions & Collections Assessment Librarian

From: Min Tong, Business Librarian

Date: December 14, 2017

Subject: Library Evaluation for proposal to add *Entrepreneurship Track to the Professional Master of Science in Management program*

This memorandum is submitted for review and approval. As requested by Dr. Ronald F. Piccolo, Chair of the Department of Management at the College of Business Administration, this analysis was conducted to evaluate the University of Central Florida (UCF) Libraries' resources to support an Entrepreneurship Track in the Professional Master of Science in Management program.

Analysis

This analysis provides resource comparisons with peer institutions to evaluate current holdings for monographs, periodicals, and databases. To complete the analysis, the expertise and assistance of fellow UCF Librarians Sara Duff and Ying Zhang, was also solicited, which significantly added to the overall evaluation.

Aspirational Peer Comparisons

When reviewing library support for the proposed track, the following institutions were selected for comparison:

- University of South Florida (USF)
- University of Washington (UW)
- Duke University (Duke)

University of South Florida was selected as a comparable institution in the State of Florida due to their Master of Science in Entrepreneurship in Applied Technologies program. University of Washington and Duke University were selected as out-of-state institutions with Master of Science in Entrepreneurship program similar to the proposed track.

Summary and Projected Costs for New Library Resources

The analysis provides a snapshot of the UCF Libraries' holdings and those held at peer institutions. The UCF Libraries' journals and database holdings appear to meet the current needs for the proposed track, and therefore no immediate subscription costs are requested (see full analysis below). However,

in the event any new key journal or database becomes critical for the track in the future, additional recurring funding will need to be provided to the Libraries to add these resources. Also note that in the unfortunate event library budget shortfalls occur, some existing resource subscriptions may be cut or scaled back.

Compared to our aspirational peers, **UCF Libraries' book and audiovisual collection lacks currency and breadth of coverage for entrepreneurship in general**. UCF Libraries needs to add monographs to fill the gaps and refresh the currency of the collection.

Projected costs needed to acquire library materials to support the new track:

	2019	**2020**	**2021**	**2022**	**2023**
Databases	0	0	0	0	0
Journals	0	0	0	0	0
Books	$2,000	$2,000	$2,000	$2,000	$2,000
Total	**$2,000**	**$2,000**	**$2,000**	**$2,000**	**$2,000**

Recurring Subscriptions Supporting the Proposed Entrepreneurship Track Analysis

Key Databases

The following databases covering entrepreneurship and related areas were compared. **The UCF Libraries database list compares favorably with the chosen institutions, and we have sufficient database coverage needed to support the new track.**

Databases	UCF	USF	UW	Duke
ABI/INFORM (ProQuest)	x	x	x	x
Bizminer[*]	x	-	x	x
Bloomberg[*]	x	-	x	-
Business Source Premier/Complete (EBSCOhost)	x	x	x	x
EconLit	x	x	x	x
Hoovers	x	x	x	-
IBISWorld	x	-	x	x
LexisNexis	x	x	x	x
MarketLine Advantage	x	-	-	x
Mintel Academic	x	-	x	x
S&P NetAdvantage	x	x	x	x
SimplyAnalytics	x	-	x	x

Key Journals

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[*] Available for UCF College of Business faculty/students only and NOT subscribed and maintained by the UCF Libraries.

The following key journals covering entrepreneurship and related areas were compared. **The UCF Libraries journal list compares favorably with the chosen institutions and includes journals needed to support the new track.**

Journal Titles	UCF	USF	UW	Duke
Entrepreneurship: Theory and Practice	x	x	x	x
Entrepreneurship and Regional Development	x	x	x	x
Journal of International Entrepreneurship	x	x	x	x
Strategic Entrepreneurship Journal	x	x	x	x
Journal of Developmental Entrepreneurship	x	x	x	x
Journal of Entrepreneurship	x	x	x	x
Journal of international entrepreneurship	x	x	x	x
International journal of entrepreneurial behavior & research	x	x	-	x
The Journal of entrepreneurial and small business finance	x	x	x	x
Venture capital : an international journal of entrepreneurial finance	x	x	x	x
Journal of enterprise information management	x	x	-	x
Enterprise & innovation management studies	x	x	x	x

Non-Recurring Monographs

Most monographs related to entrepreneurship are located in the following Library of Congress Call Number ranges.

H 1-99	Social Sciences (general)
HB 238-251	Competition. Production. Wealth
HB 501	Capital. Capitalism
HB 601	Profit
HB 615-715	Entrepreneurship. Risk and uncertainty. Property
HB 801-843	Consumption. Demand
HB 3711-3840	Demography. Population. Vital events
HB 3711-3840	Business cycles. Economic fluctuations
HD 28-70	Management
HD 2709-2930	Corporations
HF5001-6182	Business
HJ 9-9940	Public Finance
HJ 9701-9940	Public Accounting

Monographs

The following subject keywords were used to conduct searches and compare holdings in the respective institutions' library catalogs. An analysis of the monograph collections shows that the UCF Libraries will need to add more books, eBooks and streaming videos for the proposed track in the next 5 years.

Subject Headings	UCF	USF	UW	Duke
Entrepreneurship	1,162	1,122	**5,368**	2,640
Entrepreneurship--United States--Case studies	36	37	56	37

Subject Headings	UCF	USF	UW	Duke
Entrepreneurship--History	19	28	56	34
Entrepreneurship--Handbooks, manuals, etc	17	15	43	19
Entrepreneurship--United States	246	159	**530**	264
Entrepreneurship--Biography	18	8	9	19
Business incubators	44	35	74	50
Entrepreneurship--Case studies	113	42	109	113
Total	**1,655**	**1,446**	**6,245**	**3,176**

Selected Current Books on Entrepreneurship to add:

Title	Price
CORPORATE ENTREPRENEURSHIP*	232.50
INSIDE THE MIND OF THE ENTREPRENEUR: COGNITION, PERSONALITY TRAITS, INTENTION, AND GENDER BEHAVIOR*	238.00
KNOWLEDGE, LEARNING AND INNOVATION: RESEARCH INSIGHTS ON CROSS-SECTOR COLLABORATIONS*	238.00
CONTEXTUALIZING ENTREPRENEURSHIP IN EMERGING ECONOMIES AND DEVELOPING COUNTRIES	165.00
ENTREPRENEURIAL ECOSYSTEMS AND GROWTH OF WOMEN'S ENTREPRENEURSHIP: A COMPARATIVE ANALYSIS	150.00
ENTREPRENEURIAL IDENTITY: THE PROCESS OF BECOMING AN ENTREPRENEUR	120.00
ENTREPRENEURIAL NEIGHBOURHOODS: TOWARD AN UNDERSTANDING OF THE ECONOMIES OF NEIGHBOURHOODS AND COMMUNITIES.	145.00
ENTREPRENEURIAL YOU: MONETIZE YOUR EXPERTISE, CREATE MULTIPLE INCOME STREAMS, AND THRIVE.	28.00
EXPLORING THE ENTREPRENEURIAL SOCIETY: INSTITUTIONS, BEHAVIORS AND OUTCOMES	135.00
MEASURING ENTREPRENEURIAL BUSINESSES: CURRENT KNOWLEDGE AND CHALLENGES	130.00
SMART GROWTH ENTREPRENEURS: PARTNERS IN URBAN SUSTAINABILITY.	99.99
WILEY HANDBOOK OF ENTREPRENEURSHIP*	232.50
CONTENT TRAP: A STRATEGIST'S GUIDE TO DIGITAL CHANGE.	28.00
ENTREPRENEURSHIP AND THE SHADOW ECONOMY	120.00
Total	**$2,061.99**

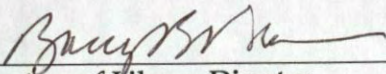*** Prices for online with multiple simultaneous users.**

Submitted by,

Min Tong, M.L.I.S. M.A.
Business Librarian
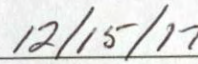University of Central Florida Libraries
min.tong@ucf.edu

APPENDIX

Signature of the Library Director.

_____   _____
Signature of Equal Opportunity Officer   **Date**

_____   12/15/17
Signature of Library Director   **Date**

This appendix was created to facilitate the collection of signatures in support of the proposal. Signatures in this section illustrate that the Library Director has reviewed sections above.

College of Graduate Studies
UCF

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☒ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☒ A list of faculty who will participate in the program, track or certificate and their credentials.

☒ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: College of Business Administration

Proposed Effective Term/Year: Spring 2019

Unit(s) Housing Program: Finance Department

Name of program, track and/or certificate: Real Estate PMRE

Please check all that apply. This action affects a: ☒ Program ☐ Track ☐ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

Our students (who are active in the local real estate industry) thought that a class on negotiation skills would be most beneficial to their current work and graduate degree in real estate. This industry is "transactional" meaning that real estate acquisitions and sales constitute a significant amount of time and effort for our students and their companies. We also want to formally cover " ethics" in this class which is extremely relevant to a successful career in real estate. Rebecca York Esq. will teach the class (she already teaches the real estate law class).

Briefly list curriculum 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.**

-Delete MAR 6816 Strategic Marketing Management from the program.

-Finance Core decreases from 15 to 12 credit hours.

-Add REE 6XXX Real Estate Contracts & Negotiations to the Real Estate Core.

-Real Estate Core increases from 15 to 18 credit hours.

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

The new class will first be offered in session 5, spring 2019 (Fall 2017, PMRE class). (14 students)

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

If yes, how will current students be impacted by this change?

The current students will enroll in the new course in spring 2019 and the course will be substituted on their GPS.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signatures

Recommend Approval *(all approval levels must be signed)*

Graduate Faculty Program Coordinator:

Print: Rebecca York   Signature: _____   Date: 11-7-17

Department Chair / Director:

Print: Ajai Singh   Signature: _____   Date: 11/7/2017

College Academic Standards:

Print: PRADIPKUMAR RAMANLAL   Signature: _____   Date: 12/11/2017

College Dean:

Print: Hoard Jones   Signature: _____   Date: 12/11/17

Graduate Council:

Print: _____   Signature: _____   Date: _____

Vice President for Research and Dean of the College of Graduate Studies:

Print: _____   Signature: _____   Date: _____

Approval

Provost and Executive Vice President:

Print: _____   Signature: _____   Date: _____

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

Department(s); College; Registrar; Associate Registrar; Institutional Knowledge Management; Academic Services; College of Graduate Studies

Real Estate MSRE

❎ Hide preferences menu.

- ☑ Program Description

- ☑ Curriculum

- ☑ Application Requirements

- ☑ Application Deadlines

- ☑ Financials

- ☑ Contact Information

Graduate HANDBOOK

- Real Estate MSRE Handbook

Program DISCIPLINES

This program belongs to the following disciplines:

- Business

- Real Estate

⬜ FEEDBACK

College : Business Administration	**Degree** :MSRE
Department : Executive Development Center	**Option** : Nonthesis
Program Websites : http://www.business.ucf.edu/graduate-programs	

PROGRAM DESCRIPTION

The Professional Master of Science in Real Estate (PMRE) program was designed by the Dr. P. Phillips School of Real Estate as a flagship graduate program that prepares students to pursue careers in commercial real estate brokerage and appraisal, real estate development, mortgage brokerage, institutional real estate investment management, capital markets, and asset management.

This program is a professional program with a market rate tuition, and is considered a part-time program. The tuition is the same for Florida residents and non-residents. Please visit www.business.ucf.edu/graduate-programs for more information.

Show Program Description⌄

CURRICULUM

The Professional Master of Science in Real Estate (PMRE) program was designed by the Dr. P. Phillips School of Real Estate as a flagship graduate program that prepares students to pursue careers in commercial real estate brokerage and appraisal, real estate development, mortgage brokerage, institutional real estate investment management, capital markets, and asset management. Students earn Argus Software Certification and are eligible for the fast track to a CCIM designation upon graduation.

Total Credit Hours Required:
30 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—30 Credit Hours

Finance Core—~~15~~ 12 Credit Hours

- FIN 6406 Strategic Financial Management (3 credit hours)

- FIN 6465 Financial Analysis Seminar (3 credit hours)

- FIN 6515 Analysis of Investment Opportunities (3 credit hours)

- ~~MAR 6816 Strategic Marketing Management (3 credit hours)~~

- ACG 6425 Managerial Accounting Analysis (3 credit hours)

Real Estate Core—~~15~~ 18 Credit Hours

- REE 6006 Real Estate Markets and Institutions (3 credit hours)

- REE 6455 Real Estate Law (3 credit hours)

- REE 6209 Real Estate Finance and Investment Analysis (3 credit hours)

- REE 6147 Real Estate Market Analysis and Appraisal (3 credit hours)

- REE 6737 Real Estate Development (3 credit hours)

- REE 6XXX Real Estate Contracts and Negotiations (3 credit hours)

Capstone Course

The PMRE's capstone course, REE 6737 Real Estate Development, is required by all students. Students will create a comprehensive development project that covers the real estate development process, regulatory considerations, financial and market feasibility, management and control, and environmental aspects of real estate development.

Additional Program Requirements

Any student enrolled in a College of Business Administration master's degree program who earns more than two final course grades below a B- will be dismissed from the program and retention plans will not be supported by the College of Business Administration.

APPLICATION REQUIREMENTS

For information on general UCF graduate admissions requirements that apply to all prospective students, please visit the ~~Admissionssection~~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.

- The GMAT is not required, however, the Admissions Committee may ask for the GMAT to strengthen a candidate's application packet.

- Three letters of recommendation or three e-mail addresses of recommenders.

- Prepare a career goal statement explaining why you want to earn a Master of Science degree in Real Estate; why you believe this is the right time for you to pursue this degree; and why you selected UCF.

- Résumé.

- Interview. Student will be contacted to schedule an interview after the application is complete.

- A computer-based score of 233 (or 91 internet-based score) on the Test of English as a Foreign language (TOEFL) is required 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 whose completed bachelor's degree is from 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.

Early application tuition discounts are available for this program. To view early application discount deadlines, and for more information, visit the Executive Development Center website at www.business.ucf.edu/graduate-programs.

Application Deadlines

Real Estate MSRE	*Fall Priority	Fall	Spring	Summer

Domestic Applicants	-	Jul 1	-	-
The next available term for this program is Fall 2019. Classes will be taught at the UCF Executive Development Center in Downtown Orlando.				
International Applicants	-	-	-	-
International Transfer Applicants	-	-	-	-
*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.				

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.

College of
Graduate Studies

UCF

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☐ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☐ A list of faculty who will participate in the program, track or certificate and their credentials.

☐ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

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

Proposed Effective Term/Year: <u>Fall 2018</u>

Unit(s) Housing Program: <u>Department of Writing & Rhetoric</u>

Name of program, track and/or certificate: <u>Professional Writing Graduate Certificate</u>

Please check all that apply. This action affects a: ☐ Program ☐ Track ■ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

> The Certificate in Professional Writing program offers professionals in Central Florida the opportunity to improve and develop new communication skills vital to advancing in the workplace. Since the program is designed for busy professionals, all courses are offered via the Web, and the program can be completed in as few as three consecutive semesters.
>
> Students from fields as varied as technical writing, business, public policy, education, and law can move through this flexible five-course sequence of graduate study. The curriculum is designed for immediate use in the workplace. Each course blends theory and practice, providing students with opportunities to apply writing, editing, and design strategies with cutting-edge technologies in a variety of community settings. Courses often include challenging real-world projects for local businesses and organizations.
>
> Because they come from many different disciplinary backgrounds, the students do not always have the requisite knowledge of rhetoric to successfully complete the courses. Changing one of the core courses to ENC 6XXX Professional Writing Studies will give students the necessary theories and structures to complete the certificate.

Briefly list curriculum 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.**

> Required Courses—6 Credit Hours
> • ENC 5337 Rhetorical Theory (3 credit hours)
> • ENC 6XXX Professional Writing Studies (3 credit hours) (Add this course)
>   ENC 5237 Writing for the Business Professional (3 credit hours) (Delete this course)

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

If yes, how will current students be impacted by this change?

> No students will be impacted by this change--except in positive ways.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signatures

Recommend Approval *(all approval levels must be signed)*
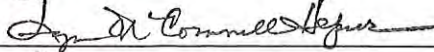
Graduate Faculty Program Coordinator:

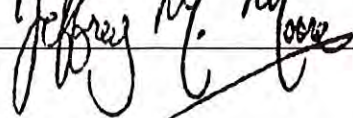Print: Martha C. Brenckle   Signature: _____   Date: 11-15-17

Department Chair / Director:

Print: Stephanie Vie   Signature: _____   Date: 11-15-17

College Academic Standards:

Print: Lynn Hepner   Signature: _____   Date: _____

College Dean:

Print: Jeffrey Moore   Signature: _____   Date: _____

Graduate Council:

Print: _____   Signature: _____   Date: _____

Vice President for Research and Dean of the College of Graduate Studies:

Print: _____   Signature: _____   Date: _____

Approval

Provost and Executive Vice President:

Print: _____   Signature: _____   Date: _____

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

Department(s); College; Registrar; Associate Registrar; Institutional Knowledge Management; Academic Services; College of Graduate Studies

Professional Writing Graduate Certificate

CURRICULUM

This flexible five-course sequence of graduate study includes two required core courses and allows students to choose three electives from the list below. Students will also complete an electronic writing portfolio before graduation.

Total Credit Hours Required:
15 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—6 Credit Hours

- ENC 5337 Rhetorical Theory (3 credit hours)
- ~~ENC 5237 Writing for the Business Professional (3 credit hours)~~ENC 6XXX Professional Writing Studies (3 credit hours)

Elective Courses—9 Credit Hours

Choose three courses from the following list.

- ENC 5225 Theory and Practice of Document Usability (3 credit hours)
- ENC 5237 Writing for the Business Professional (3 credit hours)
- ENC 5276 Writing/Consulting: Theory and Practice (3 credit hours)
- ENC 5705 Theory and Practice in Composition (3 credit hours)
- ENC 5930 Current Topics in Professional Writing (3 credit hours)
- ENC 6216 Editing Professional Writing (3 credit hours)*
- ENC 6217 Technical Editing (3 credit hours)*
- ENC 6247 Proposal Writing (3 credit hours)
- ENC 6257 Graphics in Technical Writing (3 credit hours)
- ENC 6261 Technical Writing, Theory and Practice (3 credit hours)
- ENC 6292 Project Management for Technical Writers (3 credit hours)
- ENC 6296 Computer Documentation (3 credit hours)
- ENC 6297 Production and Publication Methods (3 credit hours)
- ENC 6306 Persuasive Writing (3 credit hours)
- ENC 6332 Gendered Rhetoric (3 credit hours)
- ENC 6333 Contemporary Rhetoric and Composition Theory (3 credit hours)
- ENC 6335 Rhetorical Tradition (3 credit hours)
- ENC 6338 The Rhetorics of Public Debate (3 credit hours)
- ENC 6339 Rhetorical Movements (3 credit hours)
- ENC 6425 Hypertext Theory and Design (3 credit hours)
- ENC 6428 Rhetoric of Digital Literacy (3 credit hours)
- ENC 6429 Teaching Writing with Computers (3 credit hours)
- ENC 6945 Community Literacy Practicum (3 credit hours)

- ENC 6712 Studies in Literacy and Writing (3 credit hours)
- ENC 6245 Teaching Professional Writing (3 credit hours)
- ENC 6740 Topics in Rhetoric and Composition (3 credit hours)
- ENG 5009 Methods of Bibliography and Research (3 credit hours)
- LIN 5137 Linguistics (3 credit hours)
- LIN 5675 English Grammar and Usage (3 credit hours)

*Note: Due to their similarity, students can apply either ENC 6216 or ENC 6217 to this program of study. Students cannot use both for elective credit for this program.

Electronic Writing Portfolio

Students will complete ~~an electronic writing portfolio~~a web-based professional portfolio before filing for graduation. This portfolio must be approved by the program director and must include three exemplary projects, each from a different course. A page analyzing the rhetorical situation should accompany each project.

Exit Survey

Students should complete the Exit Survey at the end of their program if they would like to receive a certificate of program completion in addition to their grade audit.

Faculty who teach in the Professional Writing Certificate

JD Applen, PhD	Associate Professor	Department of English
Sonia Arrellano, PhD	Assistant Professor	Department of Writing & Rhetoric
Martha Brenckle, PhD	Full Professor	Department of Writing & Rhetoric
Dustin Edwards, PhD	Assistant Professor	Department of Writing & Rhetoric
Madelynn Flammia	Professor	Department of English
Natasha Jones, PhD	Assistant Professor	Department of Writing & Rhetoric
Laurie Pinkert, PhD	Assistant Professor	Department of Writing & Rhetoric
Angela Rounsaville, PhD	Assistant Professor	Department of Writing & Rhetoric
Sonia Stevens, PhD	Assistant Professor	English Department
Stephanie Vie, PhD	Associate Professor	Department of Writing & Rhetoric
Pavel Zemliansky, PhD	Full Professor	Department of Writing & Rhetoric

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☑ A list of faculty who will participate in the program, track or certificate and their credentials.

☑ All course action requests that will be needed to implement the curriculum changes.

☑ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: CAH Texts & Technology, PhD

Proposed Effective Term/Year: Fall 2018

Unit(s) Housing Program: College of Arts & Humanities Dean's Office

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

Please check all that apply: This action affects a: ☑ Program   ☐ Track   ☐ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

The T&T doctoral program would like to adjust the credits required for the degree to facilitate the ability to waive credits for students who are accepted with an earned master's degree who also meet the University's policies for waived and transfer of credit policies. If approved, this change would enable the program to offer some applicants the option of a fast-track master's-to-PhD degree path. Admissions requirements have also been clarified in the marked up catalog copy. The proposed changes have been submitted to the College of Graduate Studies for review, and have been approved by the various departments that are engaged with the T&T program.

Briefly list curriculum 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 new program change would be to list:

The Texts & Technology (T&T) PhD requires a minimum of 42 credit hours of coursework beyond the master's degree, including a minimum of 3 hours of doctoral research and 15 hours of dissertation. Fifteen credit hours are required in five core courses. These core courses provide an interdisciplinary framework for all students. Six credits are required in internship and practicum hours. The remaining 36 credit hours consist of additional elective courses and research hours.

Total Credit Hours Required:
42 Credit Hours Minimum beyond the Master's Degree

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

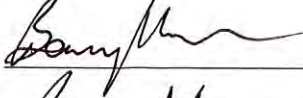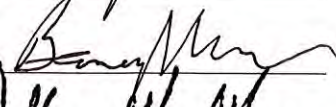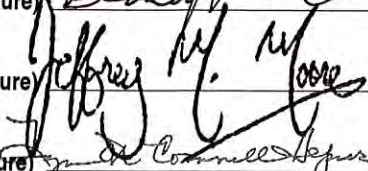If yes, how will current students be impacted by this change?

The new policy will become effective with the T&T entering class of Fall 2018. All students who enter the program prior to that date will be required to comply with the graduate catalog current at the time they entered the program.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signature Page

Recommend Approval (all approval levels must be signed)

Graduate Faculty (Print) _Barry Mauer_ (Signature) _Barry M_ Date _11/02/17_
Program Coordinator

Department Chair (Print) _Barry Mauer_ (Signature) _Barry M_ Date _11/02/17_
/Director

College Academic (Print) _Jeffrey Moore_ (Signature) _Jeffrey M. Moore_ Date _12/19/17_
Standards

College Dean (Print) _Lynn Hepner_ (Signature) _Connell Hepner_ Date _12/19/17_

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

Vice President for Research and Dean of the College of Graduate Studies

(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 Knowledge Management; Academic Services; College of Graduate Studies

PROGRAM DESCRIPTION

The Texts and Technology PhD program offers interdisciplinary study at the intersection of the humanities and technology, providing students a rich variety of experiences with the support and guidance of internationally-recognized faculty in the fields of Digital Humanities, Digital Media, Gaming, Philosophy and Ethics, Public History, Scientific and Technical Communication, Archiving, and Writing and Rhetoric. Show Program Description❤

CURRICULUM

The Texts & Technology (T&T) PhD requires a minimum of 42 credit hours of coursework beyond the master's degree, including a minimum of 3 hours of doctoral research and 15 hours of dissertation. Fifteen credit hours are required in five core courses. These core courses provide an interdisciplinary framework for all students. Six credits are required in internship and practicum hours. The remaining 36 credit hours consist of additional elective courses and research hours.

Total Credit Hours Required:

42 Credit Hours Minimum beyond the Master's Degree

~~The Texts and Technology PhD program requires five core courses (15 credit hours), three courses in an Area of Specialization (9 credit hours), three Interdisciplinary elective courses (9 credit hours), two courses in the internship and teaching area (6 credit hours), 3 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~~

Transfer and Waived Credits

Upon approval by the T&T Program Director, a certain amount of graduate credits may be waived or transferred. Please refer to the UCF Doctoral Program Policies section for specific guidelines and eligibility.

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)
- DIG 6836 Design and Development for Texts and Technology (3 credit hours)

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 and 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 and Composition (3 credit hours)
- HIS 6159 Historiography (3 credit hours)

Elective Courses—18 Credit Hours

Area of Specialization—9 Credit Hours

After 18 credit hours in the program, sStudents are expected to select an Area of Specialization no later than after having completed 18 credit hours in the program. Students are required to select 9 credit hours from an Area of Specialization as noted below, or other graduate courses in the discipline subject to approval by the instructor and the Texts and Technology Program Director. The list below shows examples of approved courses.

Listed below are suggested courses in various Areas of Specialization. These course groupings are mere guides, are not exhaustive and are meant to assist with advising and course selection in order to meet the individual student's educational goals and objectives. The lists are not intended to restrict elective choices among focus areas as we strongly encourage Texts and Technology students to maintain an interdisciplinary approach to their doctoral education.

If a student identifies another UCF graduate course that may be of value to his/her Texts & Technology research area, but it is not already identified in a list below, that student may request approval from the T&T Program Director for the course to be used as an elective in the Graduate Plan of Study. All such requests must be made in advance of enrolling in the course.

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 and Technology (3 credit hours)
- ENC 6428 Rhetoric of Digital Literacy (3 credit hours)
- ENC 6939 Topics in Texts and Technology (may be repeated for credit) (3 credit hours)
- ENG 6806 Digital Editing and Databases (3 credit hours)
- ENG 6808 Narrative Information Visualization (3 credit hours)
- ENG 6811 Cultural Contexts in Texts and Technology (3 credit hours)
- ENG 6814 Gender in Texts and Technology (3 credit hours)
- ENG 6948 Teaching Practicum in Texts and Technology (3 credit hours)
- FIL 5800 Research Methods in Film and Digital Media (3 credit hours)

- PHI 5665 Knowledge, Responsibility and Society (3 credit hours)
- PHI 6679 Digital Ethics (3 credit hours)
- PHM 5035 Environmental Philosophy (3 credit hours)
- THE 5545 Theatre for Social Change (3 credit hours)
- TPP 5248C Storytelling as a Theatrical Art Form (3 credit hours)
- WST 5347 Research in Women and Gender Studies (3 credit hours)
- WST 5601 Theories in Gender Studies (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 5487 Principles of Visual Language (3 credit hours)
- DIG 6136 Design for New Media (3 credit hours)
- DIG 6432 Transmedia Story Creation (3 credit hours)
- DIG 6812 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)
- ENG 6808 Narrative Information Visualization (3 credit hours)
- PHI 6679 Digital Ethics (3 credit hours)

Public History

If the student does not hold a master's degree in History, HIS 6159 Historiography (3 credit hours) is the recommended Methods course. If the student holds a master's degree 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 5636 Colloquium in 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)
- ENG 6808 Narrative Information Visualization (3 credit hours)
- HIS 5067 Introduction to Public History (3 credit hours)
- HIS 5083 Cultural Heritage Management (3 credit hours)
- HIS 5925 History in the Digital Age (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)
- PHI 6679 Digital Ethics (3 credit hours)

Rhetoric and Composition

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

- ENC 5337 Rhetorical Theory (3 credit hours)
- ENC 5705 Theory and Practice in Composition (3 credit hours)
- ENC 6245 Teaching Professional Writing (3 credit hours)
- ENC 6332 Gendered Rhetoric (3 credit hours)
- ENC 6333 Contemporary Rhetoric and Composition Theory (3 credit hours)
- ENC 6335 Rhetorical Traditions (required) (3 credit hours)
- ENC 6338 The Rhetorics of Public Debate (3 credit hours)
- ENC 6339 Rhetorical Movements (3 credit hours)
- ENC 6428 Rhetoric of Digital Literacy (3 credit hours)
- ENC 6712 Studies in Literacy and Writing (3 credit hours)
- ENC 6740 Topics in Rhetoric and Composition (3 credit hours)
- ENC 6945 Community Literacy Practicum (3 credit hours)
- ENG 6808 Narrative Information Visualization (3 credit hours)
- ENG 6811 Cultural Contexts in Texts and Technology (3 credit hours)
- PHI 6679 Digital Ethics (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 6217 Technical Editing (3 credit hours)
- ENC 6292 Project Management for Technical Writers (3 credit hours)
- ENC 6297 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)
- ENG 6074 Historical Movements in Literary, Cultural and Textual Theory (3 credit hours)
- ENG 6078 Contemporary Movements in Literary, Cultural and Textual Theory (3 credit hours)
- ENG 6808 Narrative Information Visualization (3 credit hours)
- LIT 6435 Rhetoric of Science (3 credit hours)
- LIT 6936 Studies in Literary, Cultural and Textual Theory (3 credit hours)
- PHI 6679 Digital Ethics (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 and Technology Program Director. This requirement encourages students to find graduate-level coursework best suited to develop their research agendas and to prepare for their dissertations.

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 Texts & Technology graduate faculty chosen by the student; however, at least two members of each candidacy examination committee must be members of the Texts and Technology 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 enrolling in 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 in order to be admitted to candidacy and enroll in dissertation hours:

- Successful completion of all course work, except for dissertation hours.
- Successful completion of the candidacy examination.
- An approved dissertation advisory committee is on file, consisting of approved graduate faculty and graduate faculty scholars.
- A current, approved program of study is on file.

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, and must have one member from outside the College of Arts and Humanities. 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 (the prospectus) 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 and/or international 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.

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

- One official transcript from each college/university attended, demonstrating a competitive GPA in the student's major field of study.
- Applicants must hold an earned master's degree from a regionally accredited or recognized foreign institution prior to entering the Texts & Technology program. university. Fields with a technological and/or textual theory component, such as digital humanities, public history, technical communication, digital media, cultural studies, philosophy, rhetoric, or linguistics, are especially applicable. The total Texts & Technology doctoral program is a combination of an earned master's degree and the Ph.D. core/elective course work, internship and practicum hours, research hours, and dissertation hours. *Earned Master's Degree (minimum 30 credit hours) + 42 UCF Graduate Credit hours = 72 graduate credit hours.*
- Official, competitive GRE score (the test must have been taken within the last five years).
- Three letters of recommendation. The letters of recommendation should be from faculty members, university administrators and employers. The letters, which must be current to the application, should address the educational and career goals of the applicant. The letter writers should also know the applicant well enough to discuss the applicant's capacity to perform, excel and succeed in a graduate program. Letters must discuss the applicant's ability to perform graduate-level research. At least two of the letters should be from college or university professors who are acquainted with the applicant., at least two regarding the applicant's potential for success in the Texts and Technology PhD program written by academic mentors.
- A combination Research Agenda and Statement of Purpose., in which the applicant outlines a potential course of study and explains why the Texts and Technology program PhD program is well suited to his/her area of interest and research. Competitive students will demonstrate a strong sense of how they will use their graduate study to accomplish their personal and professional goals, as well as provide an overview of their technological skills, knowledge, experience, and abilities.
  - o The statement should explain the motivation behind the pursuit of an interdisciplinary doctoral degree in Texts & Technology and discuss future career goals.
  - o The statement should discuss all relevant professional background and any previous research experience.
  - o The applicant must clearly describe the particular area(s) of research interest and identify any UCF faculty members who share a similar research focus and with whom the applicant would like to work. Applicants are encouraged to visit the Texts and Technology PhD website for additional information regarding the program and faculty (http://www.tandt.cah.ucf.edu).
  - o The statement should be between 500 and 1,200 words.
- Substantial academic writing sample and an optional digital portfolio illustrating the applicant's ability to engage in advanced academic work. Acceptable writing samples may include a chapter from a master's thesis, a conference paper, a term paper for a seminar, or other research project

that demonstrates the applicant's ability to pursue the type of research that could possibly lead to a completed dissertation.
- Résumé or CV.

Meeting minimum UCF admission criteria does not guarantee program admission. Final admission is competitive and is based on a comparative evaluation of each applicant's proficiencies, past performance, recommendations, as well as the match of this program and faculty expertise to the applicant's career/academic goals, and the applicant's potential for completing the degree.

Application Deadlines

Texts and Technology PhD	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	Jan 15	Jan 15	-	-
International Applicants	Jan 15	Jan 15	-	-
International Transfer Applicants	Jan 15	Jan 15	-	-
*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.				

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.

T&T FACULTY
(FALL 2017)

	Name	Email	Department	Office
1	J. D. Applen	jd.applen@ucf.edu	English	CNH 303 D
2	Jonathan Beever	jonathan.beever@ucf.edu	T&T/Philosophy	PSY 238
3	Rose Beiler	rosalind.beiler@ucf.edu	History	
4	Melody Bowdon	melody.bowdon@ucf.edu	FCTL	CL1 207 B
5	Martha Brenckle	martha.brenckle@ucf.edu	Writing & Rhetoric	CNH 307 F
6	James Campbell	james.campbell@ucf.edu	English	CNH 302 E
7	Robert Cassanello	robert.cassanello@ucf.edu	History	CNH 416
8	Paul Dombrowski	paul.dombrowski@ucf.edu	English	CNH 417 F
9	Dustin Edwards	dustin.edwards@ucf.edu	DWR	CNH 307 D
10	Joseph Fanfarelli	joseph.fanfarelli@ucf.edu	T&T/SVAD	CAH 190 E
11	Madelyn Flammia	madelyn.flammia@ucf.edu	English	CNH 417 G
12	Scot French	scot.french@ucf.edu	History	CNH 411 A
13	Anthony Grajeda	anthony.grajeda@ucf.edu	English	CNH 417 E
14	Maria Harrington	maria.harrington@ucf.edu	SVAD	OTC 500/154
15	Bruce Janz	bruce.janz@ucf.edu	Philosophy	PSY 223
16	Dan Jones	dan.jones@ucf.edu	English	CNH 303 B
17	Natasha Jones	natasha.jones@ucf.edu	Writing & Rhetoric	CNH 307 F
18	Mark Kamrath	mark.kamrath@ucf.edu	English	CNH 417 C
19	Peter Larson	peter.larson@ucf.edu	History	CNH 537
20	Connie Lester	connie.lester@ucf.edu	History	CNH 415 D
21	Barry Mauer*	barry.mauer@ucf.edu	English	CNH 302 E
22	Rudy McDaniel	rudy@ucf.edu	SVAD/Dean's Office	CAH 190 L
23	Shelley Park	shelley.park@ucf.edu	Philosophy	PSY 239
24	Phil Peters	philip.peters@ucf.edu	SVAD	CEM 301 D
25	Christian Ravela	christian.ravela@ucf.edu	Philosophy	PSY 227
26	Angela Rounsaville	angela.rounsaville@ucf.edu	Writing & Rhetoric	CNH 307 B
27	Anastasia Salter	anastasia.salter@ucf.edu	SVAD	OTC 500/189
28	Blake Scott	bscott@ucf.edu	Writing & Rhetoric	CNH 301 B
29	Peter Smith	peter.smith@ucf.edu	SVAD	OTC 500/191
30	Mel Stanfill	mel.stanfill@ucf.edu	T&T/SVAD	OTC 500/143
31	Sonia Stephens	sonia.stephens@ucf.edu	T&T/English	CNH 408 A
32	Anne Sullivan	anne.sullivan@ucf.edu	SVAD	OTC 500
33	Natalie Underberg-Goode	natalie.underberg-goode@uc	SVAD	OTC 500/130
34	Stephanie Vie	stephanie.vie@ucf.edu	Writing & Rhetoric	CNH 304 G
35	Keri Watson	keri.watson@ucf.edu	SVAD	VAB 105 H
36	Pavel Zemliansky	pzemliansky@ucf.edu	Writing & Rhetoric	CNH 307 E
	Patty Hurter	phurter@ucf.edu	T&T Dean's Office	CAH 191 E

* Program Director

UNIVERSITY OF CENTRAL FLORIDA

College of Arts & Humanities
12421 Aquarius Agora Dr.
Orlando, FL 32816

November 1, 2017

To the CAH Graduate Studies & Research Committee and the Graduate Council Curriculum Committee:

As leaders of the departments that actively participate in the Texts & Technology interdisciplinary doctoral program, we collectively support the proposed change to the Texts and Technology doctoral program that modifies the number of credits required to "42 credits beyond the master's degree."

We believe this change will help our areas recruit more students at the M.A. and graduate certificate levels, because we will be able to offer students a fast-track path through the doctoral degree once they complete their M.A. or graduate certificate with us. The new policy would still require students to apply separately to the Texts & Technology Ph.D. program and comply with all university policies on transfer and waiving of credit.

The Texts and Technology doctoral program stands to benefit from these changes since a reliable pipeline of M.A. students whose intentions of pursuing a doctoral program will be known early in the recruiting process and the students can be mentored accordingly.

We look forward to the proposed change being approved and thank you in advance for your consideration. Should you wish to discuss anything further, please feel free to contact us.

Sincerely,

Peter L Larson
Digitally signed by Peter L Larson. DN: cn=Peter L Larson, o=University of Central Florida, ou=Department of History, email=Peter.Larson@ucf.edu, c=US Date: 2017.11.01 13:31:43 -04'00'

Peter Larson, Ph.D.
Chair, Department of History

Rudy McDaniel
Digitally signed by Rudy McDaniel Date: 2017.11.01 14:05:50 -04'00'

Thomas R. McDaniel, Ph.D.
Director, School of Visual Arts & Design

Trey Philpotts
Digitally signed by Trey Philpotts Date: 2017.11.02 08:46:43 -04'00'

Trey Philpotts, Ph.D.
Chair, Department of English

strawser
Digitally signed by strawser Date: 2017.11.02 10:00:56 -04'00'

Michael Strawser, Ph.D.
Chair, Department of Philosophy

Stephanie Vie
Digitally signed by Stephanie Vie Date: 2017.11.06 14:11:47 -05'00'

Stephanie Vie, Ph.D.
Chair, Department of Writing & Rhetoric

TEXTS & TECHNOLOGY, PH.D.
Inventing the Future of the Humanities

MA TO PHD
Fast-Track Programs
UCF College of Arts & Humanities

A traditional pathway requires earning a Master's degree and then a doctoral degree. Pursuing the degree programs separately requires up to 36 credits for the Master's and 57 credits for the doctoral degree, for a total of 93 credits over seven years.

The fast-track MA to PHD earns you two degrees, requires a minimum of 72 credits, and can be accomplished in 5 years!

Sample Program Road Maps

MA in DIGITAL MEDIA to PHD in TEXTS & TECHNOLOGY

FALL 1	SPRING 1	SUMMER 1
DIG 5487 Principles of Visual Language DIG 6546 Previsualization DIG 6647 Science and Technology of Dynamic Media **9 credits**	DIG 5137 Information Architecture DIG 6432 Transmedia Story Creation DIG 6136 Design for Media **9 credits**	
FALL 2	**SPRING 2**	**SUMMER 2**
DIG 6825 Digital Media Research Methods DIG 6605 Physical Computing DIG 6918 Directed Research **9 credits**	DIG 6551 Applied Interactive Story DIG 6971 Thesis (6cr) **9 credits** **Earned MA in Digital Media (36 cr)**	
FALL 3	**SPRING 3**	**SUMMER 3**
ENG 6800 Intro to T&T XXX xxxx Elective XXX xxxx Elective **9 credits**	ENG 6810 Theories of T&T ENG 6801 T&T in History ENG 6813 Teaching Online in T&T **9 credits**	
FALL 4	**SPRING 4**	**SUMMER 4**
DIG 6836 Design & Develop for T&T ENG 6947 Internship in T&T Study for Comps **9 credits**	ENC 7919 Doctoral Research (comp exams) **3 credits**	Develop Prospectus
FALL 5	**SPRING 5**	**SUMMER 5**
ENC 7980 Dissertation **5 credits**	ENC 7980 Dissertation **5 credits**	ENC 7980 Dissertation **5 credits** **Earned PhD in Texts & Technology (45 cr)**

MA in PUBLIC HISTORY to PHD in TEXTS & TECHNOLOGY

FALL 1	SPRING 1	SUMMER 1
HIS 6159 Historiography HIS 6165 Digital Tools for Historians LAH 5937 Cuban Revolution **9 credits**	AMH 5937 US Military History AMH 6939 Seminar in US History HIS 5067 Intro to Public History **9 credits**	AFH 5806 Historiography of Slavery **3 credits**
FALL 2	**SPRING 2**	**SUMMER 2**
HIS 6068 Documentary & New Media ASH 5408 Modern China HIS 6905 Capstone **9 credits**	HIS 6971 Thesis Hours (6) **6 credits** **Earned MA in Public History (36 cr)**	
FALL 3	**SPRING 3**	**SUMMER 3**
ENG 6800 Intro to T&T ENG 6812 Research Methods for T&T XXX xxxx Elective **9 credits**	ENG 6810 Theories of T&T ENG 6801 T&T in History ENG 6813 Teaching Online in T&T **9 credits**	
FALL 4	**SPRING 4**	**SUMMER 4**
DIG 6836 Design & Develop for T&T ENG 6947 Internship in T&T XXX xxxx Elective **9credits**	ENC 7919 Doctoral Research (comp exams) 3 credits	Develop Prospectus
FALL 5	**SPRING 5**	**SUMMER 5**
ENC 7980 Dissertation **5 credits**	ENC 7980 Dissertation **5 credits**	ENC 7980 Dissertation **5 credits** **Earned PhD in Texts & Technology (45 cr)**

MA in TECHNICAL COMMUNICATION to PHD in TEXTS & TECHNOLOGY

FALL 1	SPRING 1	SUMMER 1
ENG 5009 Methods of Bibli and Resrch ENC 6261 Tech Writing Thy and Pract ENC 6217 Technical Editing **9 credits**	ENC 5337 Rhetorical Theory ENC 6297 Production and Pub Meth ENC 6425 Hypertext Thy and Design/E **9 credits**	ENC 6306 Persuasive Writing/E ENC 6247 Proposal Writing/E **6 credits**
FALL 2	**SPRING 2**	**SUMMER 2**

ENC 6257 Visual Tech Comm/E
LIT 6435 Rhetoric of Science/E
ENC 6971 Thesis (3)
   Take Comp Exam
9 credits
	ENC 6971 Thesis (1)
	          1 credit
	
	Earned MA in Technical Communication
	(34 cr)	

FALL 3	**SPRING 3**	**SUMMER 3**
ENG 6800 Intro to T&T ENG 6812 Research Methods for T&T XXX xxxx Elective **9 credits**	ENG 6810 Theories of T&T ENG 6801 T&T in History ENG 6813 Teaching Online in T&T **9 credits**	
FALL 4	**SPRING 4**	**SUMMER 4**
DIG 6836 Design & Develop for T&T ENG 6947 Internship in T&T XXX xxxx Elective 9credits	ENC 7919 Doctoral Research (comp exams) 3 credits	Develop Prospectus
FALL 5	**SPRING 5**	**SUMMER 5**
ENC 7980 Dissertation **5 credits**	ENC 7980 Dissertation **5 credits**	ENC 7980 Dissertation **5 credits** **Earned PhD in Texts & Technology (45 cr)**

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☑ A list of faculty who will participate in the program, track or certificate and their credentials.

☐ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: College of Engineering and Computer Science

Proposed Effective Term/Year: 2018-2019

Unit(s) Housing Program: Civil, Environmental and Construction Engineering Department

Name of program, track and/or certificate: Environmental Engineering MSEnvE Program

Please check all that apply: This action affects a: ☑ Program   ☑ Track   ☐ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

The Program has no tracks. The program is for students with an undergraduate degree in Environmental Engineering or a closely related engineering degree. The revision is necessary because we do not have the ability to consistently offer air pollution courses since we have only 1 newly hired air pollution faculty who only teaches 1 course per semester for the next 3 years (and he has to teach undergraduate courses also). As a result we are making the air pollution courses electives. Articulation courses have been updated and also include a statistics course for students with a weak background. The overall rationale is to create a revision to the catalog and plan of study that will strengthen the curriculum where we can while also recognizing the limitations of our ability to consistently offer air pollution courses.

Briefly list curriculum 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.**

Required Courses have been changed so that:
1) Air Pollution Courses are now electives (including ENV 6347 Hazardous Waste Incineration).
2) As a result of the changes above required courses went from 15 hours to 12hrs. Elective courses went from 9hrs to 12hrs.
3) The Articulation Courses have also been updated since Water Resources I and II no longer exist so they have been replaced by Hydraulics and Hydrology.
4) Statistics (STA) 3032 has also been added to the Articulation courses since it is a prerequisite for Hydraulics.

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

If yes, how will current students be impacted by this change?

Current students have to get a waiver regarding the required air courses because we did not have enough faculty or adjuncts to offer graduate air courses consistently or at all. This is still the case for a few more years but if these changes are approved students can meet course requirements with or without having to take an air pollution course and they won't have to seek waivers on a case-by-case basis as they do now. The change in prerequisite courses will have no impact with respect to content except that it requires one more course, STA 3032, if the students have a weak statistical background. This will better prepare them for Hydraulics and ultimately for CWR graduate courses of which at least one is required.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signature Page

Recommend Approval (all approval levels must be signed)

Graduate Faculty (Print) _Andrew Randall_ (Signature) _Andrew Randall_ Date _11/27/17_
Program Coordinator

Department Chair (Print) _Mohamed Abdel-Aty_ (Signature) _M. A L_ Date _11/27/17_
/Director

College Academic (Print) _Mostafa Bassiouni_ (Signature) _M. Ba_ Date _12/7/17_
Standards

College Dean   (Print) _M GEORGIOPOULOS_ (Signature) _M_ Date _12/18/17_

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

Vice President for Research and Dean of the College of Graduate Studies

(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 Knowledge Management; Academic Services; College of Graduate Studies

Environmental Engineering MSEnvE

PROGRAM DESCRIPTION

The Master of Science in Environmental Engineering program was created for students who have an undergraduate degree in environmental engineering or any other closely related degree in engineering. Applicants are expected to be knowledgeable in topics including chemistry, process design, water resources, and air pollution. The program focuses on pollution control, pollution prevention, and the correction of pollution effects on natural and man-made environments.

The program is noted for its strong faculty research interests, and areas of study include drinking water treatment, wastewater treatment, solid and hazardous waste management, atmospheric pollution control and modeling, environmental water resources, and stormwater management. The program's overall mission is to prepare students for careers in environmental engineering with consulting firms; with industry; within federal, state, and local governments; and/or in higher education.

The program's overall mission is to prepare students for Environmental Engineering careers in federal, state, and local governments; higher education; consulting; and industry. Other key objectives include:

- Producing graduates who have technical knowledge in critical areas of environmental engineering
- Providing a professional engineering education that challenges our graduates to think critically
- Forming and maintaining partnerships with industry, government agencies, and professional organizations
- Developing awareness of the changing environmental needs of society and the global environment.

Hide Program Description⌃

CURRICULUM

The Environmental Engineering MSEnvE program offers both thesis and nonthesis options with each requiring 30 credit hours of courses beyond the bachelor's degree. Prerequisites are required depending upon the discipline of a student's bachelor's degree. The thesis option is primarily for those who can devote a full-time effort to their research project and is required for all students supported on contracts and grants, as well as any student receiving department financial support. The nonthesis option is recommended strongly for part-time students and requires submission of an end-of-program portfolio as a requirement for graduation.

Total Credit Hours Required:

30 Credit Hours Minimum beyond the Bachelor's Degree

Students choosing the thesis option must take 125 credit hours of required courses, 129 credit hours of electives, and 6 thesis credit hours. Students choosing the nonthesis option must take 125 credit hours of required courses, 185 credit hours of electives, and submit a portfolio (wherein they pass a comprehensive final examination) before graduating.

Students develop an individualized program of study with a faculty adviser. At least 24 credit hours in the program of study must be earned exclusive of thesis and research courses and Directed Research (XXX 6918) is not permitted in the MSEnvE program of study.

Research studies or projects are required in one or more courses. The research study or project will focus on reviewing and analyzing contemporary research or engineering issues in a student's particular specialization within the profession in order to help students acquire knowledge and skills pertaining to best practices in that specialization area.

Prerequisites (Articulation)

The completion of prerequisite courses may be required before students can begin program course work. Please contact the program director to review your background and determine the prerequisites that you may need to take.

The following mathematics prerequisite requirement is for all students.

- Calculus through Differential Equations

The following prerequisites may be required for students with undergraduate degrees in Civil, Mechanical, or Chemical Engineering. Equivalent courses may be acceptable.

- ENV 3001 Introduction to Environmental Engineering (3 credit hours)
- STA 3032 Probability and Statistics for Engineers (3 credit hours)
- CWR 4632 Water Resources I4202 Hydraulics (34 credit hours)
- ENV 4120 Air Pollution Control (3 credit hours)
- ENV 4531 Environmental Engineering Operations and Processes I (3 credit hours)

The following prerequisites may be required for students with undergraduate degrees in other Engineering disciplines.

- ENV 3001 Introduction to Environmental Engineering (3 credit hours)
- STA 3032 Probability and Statistics for Engineers (3 credit hours)
- CWR 4632 Water Resources ICWR 4202 Hydraulics (34 credit hours)
- CWR 4633 Water Resources II4120 Hydrology (3 credit hours)
- EES 4111C Biological Process Control (3 credit hours)
- EES 4202C Chemical Process Control (3 credit hours)
- ENV 4120 Air Pollution Control (3 credit hours)
- ENV 4531 Environmental Engineering and Processes I (3 credit hours)

Required Courses—12__5 Credit Hours

All students are required to take the following two courses and then choose one course from each of the twohree groupings below.

- ENV 6015 Physical/Chemical Treatment Systems in Environmental Engineering (3 credit hours)
- ENV 6016 Biological Treatment Systems in Environmental Engineering* (3 credit hours)

Waste Treatment/ Water Treatment/ Industrial Waste Treatment

- ENV 6347 Hazardous Waste Incineration (3 credit hours)
- ENV 6558 Industrial Waste Treatment (3 credit hours)
- ENV 5410 Water Treatment (3 credit hours)
- EES 5318 Industrial Ecology (3 credit hours)

Air Quality

- ~~ENV 6106 Theory and Practice of Atmospheric Dispersion Modeling (3 credit hours)~~
- ~~ENV 6126 Design of Air Pollution Controls* (3 credit hours)~~

Water Resources

- Any CWR course at the 5000 or 6000 level (3 credit hours)

Note: Courses with an asterisk (*) provide an independent learning experience for students, consisting of a research or design project. Nonthesis students are required to take at least one of the courses with an asterisk. <u>This requirement is fulfilled in the required course ENV 6016 above.</u>

Elective Courses—<u>12</u>9 Credit Hours

All students, both thesis and nonthesis, are required to take 9 credit hours of elective courses. Courses that comprise the elective part of the program are selected in accordance with the general requirements of the College of Engineering and Computer Science and often include courses taken from the following two sub-discipline areas:

- Environmental Specialization—Any of the appropriate ENV graduate-level courses (5000 or 6000) with the consent of the student's adviser
- Water Resources Specialization—Any of the appropriate CWR graduate-level courses (5000 or 6000) with the consent of the student's adviser

Thesis Option—6 Credit Hours

Thesis students are expected to complete an independent research project and then write and successfully defend their thesis.

- XXX 6971 Thesis (6 credit hours)

The College of Engineering and Computer Science requires that all thesis defense announcements be approved by the student's adviser and posted on the college's <u>website</u> and on the <u>Events</u> <u>Calendar</u>and<u>Calendar and</u> on the College of Graduate Studies website at least two weeks before the defense date.

Nonthesis Option—6 Credit Hours

Nonthesis students must take 6 more credit hours of electives in addition to the <u>12</u>9 credit hours of electives described above.

- Electives (6 credit hours)

Portfolio Requirement

Students are required to complete a culminating experience. The culminating experience for nonthesis MS students is submission of an end-of-program portfolio. The portfolio requirements are listed on the CECE website.

Equipment Fee

Students in the Environmental Engineering MSEnvE program pay a $16 equipment fee each semester that they are enrolled. Part-time students pay $8 per semester.

Independent Learning

A research or design project serves as the independent learning experience for thesis students. Nonthesis students are required to take at least one of the courses marked with an asterisk (*), denoting an independent learning experience, and submit an end-of-program portfolio.

Contact INFO

➔ Request Information

Graduate Program
Andrew Randall PhD PE
Associate Professor

andrew.randall@ucf.edu
Telephone: 407-823-6429
Engineering II, 211-L Map

Graduate Admissions
Admissions Counselor
gradadmissions@ucf.edu
Telephone: 407-823-2766

Millican Hall 230 Map
Online Application
Graduate Admissions

APPLICATION REQUIREMENTS

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

The College of Engineering and Computer Science strongly encourages prospective applicants to request a free pre-screening (www.cecs.ucf.edu/prescreen) of their qualifications prior to submitting an online application for graduate admission. However, a pre-screening is not required; rather, it is offered as a courtesy to all prospective applicants before they commit to submitting a complete online application and paying an application processing fee.

Admissions decisions are made on the basis of a complete online application only, and not on the basis of any pre-screening. Prospective applicants who are encouraged to apply to their intended graduate program based on the information provided for their pre-screening are not assured of admission or financial assistance when they submit a complete online application. Although it is possible, it is not likely, that prospective applicants who are discouraged from formally applying to a graduate program at the pre-screening stage will be admitted if they elect to submit a complete online application anyway.

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.
- Résumé.
- Statement of educational, research, and professional career objectives.
- 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.

Faculty members may choose to conduct face-to-face or telephone interviews before accepting applicants into their research programs.

The GRE is not required, however, taking the GRE is highly recommended for students wishing to pursue a thesis. In order to be considered for any fellowships, a GRE score is required.

Those applying to the programs without a directly related undergraduate degree should closely check the prerequisites. Students with nontechnical undergraduate degrees are recommended to complete a second undergraduate degree in Environmental Engineering before applying to graduate school.

Final articulation requirements will be determined by the department after students have been admitted and after discussions with their advisers.

Application Deadlines

Environmental Engineering MSEnvE	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	Jan 15	Jul 15	Dec 1	–
International Applicants	Jan 15	Jan 15	Jul 1	–
International Transfer Applicants	Jan 15	Mar 1	Sep 1	–

*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.

List of faculty who will participate in the track being revised:

Dr. Ni-Bin Chang, PhD Environmental Engineering

Dr. Steven Duranceau, PhD Environmental Engineering

Dr. Woo Hyoung Lee, PhD Environmental Engineering

Dr. Andrew Randall, PhD Environmental Engineering

Dr. Debra Reinhart, PhD Environmental Engineering

Dr. Anwar Sadmani, PhD Environmental Engineering

Dr. Kelly Kibler, PhD Water Resources Engineering

Dr. Talea L. Mayo, PhD Applied Mathematics

Dr. Fidelia Nnadi, PhD Water Resources Engineering

Dr. Arvind Singh, PhD Water Resources Engineering

Dr. Thomas Wahl, PhD Water Resources Engineering

Dr. Dingbao Wang, PhD Water Resources Engineering

University of Central Florida

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

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☐ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: College of Engineering and Computer Science

Proposed Effective Term/Year: 2018-2019

Unit(s) Housing Program: Civil, Environmental and Construction Engineering Department

Name of program, track and/or certificate: Environmental Engineering MS Program; Envir. Engr. Sciences Track

Please check all that apply: This action affects a: ☑ Program ☑ Track ☐ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

The Program has a single track, Environmental Engineering Sciences. This track is for students with science, math, or similar backgrounds and prepares the students for Engineering in general and Environmental Engineering specifically. The revision is necessary because we do not have the ability to consistently offer air pollution courses since we have only 1 newly hired air pollution faculty who only teaches 1 course per semester for the next 3 years. As a result we are making the air pollution courses electives. The other major issue is that both ENV 6016 and 6015 are cornerstone courses that all graduates need to have taken and the previous plan of study allowed students to graduate without taking one of these courses which would be a glaring omission to an employer and a liability for the student. We are correcting this situation to make sure our students education is complete for the field of study. Industrial Waste Treatment is not a cornerstone course like ENV 6016 and ENV 6015 and has been moved to a group of course choices that better reflect its status. Articulation courses have been updated and also include a statistics course for students with a weak background. The overall rationale is to create a revision to the catalog and plan of study that will strengthen the curriculum where we can while also recognizing the limitations of our ability to consistently offer air pollution courses.

Briefly list curriculum 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.**

Required Courses have been changed so that:
1) Air Pollution Courses are now electives
2) ENV 6016 and ENV 6015 are both now required
3) Industrial Waste Treatment is now a possible choice as a required course, but in a different grouping of courses
4) The Articulation Courses have also been updated since Water Resources I and II no longer exist so they have been replaced by Hydraulics and Hydrology.
5) Statistics (STA) 3032 has also been added to the Articulation courses since it is a prerequisite for Hydraulics.

VP20 Rev. 08/09/2016 09:01 AM

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

If yes, how will current students be impacted by this change?

Current students have to get a waiver regarding the substitution of another course for the required air courses because we did not have enough faculty or adjuncts to offer graduate air courses consistently or at all. This is still the case for a few more years but now students can meet course requirements without having to take an air pollution course thanks to this program revision. The new changes also insure that students take both ENV 6016 and ENV 6015, the cornerstone courses on Biological and Chemical Processes (respectively). The old requirements allowed us to graduate students who had only 1 of these 2 courses, which would have been a glaring omission to most employers, and a liability for the students. The change in prerequisite courses will have no impact with respect to content except that it requires one more course, STA 3032, if the students have a weak statistical background.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signature Page

Recommend Approval (all approval levels must be signed)

Graduate Faculty (Print) _Andrew Randall_ (Signature) _Andrew Randall_ Date _11/27/17_
Program Coordinator

Department Chair (Print) _M Ab_ (Signature) _Mohamed Abdel-Aty_ Date _11/27/17_
/Director

College Academic (Print) _M. Ba_ (Signature) _Mostafa Bassiouni_ Date _12/7/17_
Standards

College Dean   (Print) _____ (Signature) _M GEORGIOPOULOS_ Date _12/18/17_

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

Vice President for Research and Dean of the College of Graduate Studies

(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 Knowledge Management; Academic Services; College of Graduate Studies

There is only one track in the Environmental Engineering MS Program:

TRACK DESCRIPTION

The Environmental Engineering Sciences track in the Environmental Engineering MS program is for students with science, math, or a similar background, and usually requires a number of undergraduate engineering courses as articulation to become fully prepared for graduate work in environmental engineering.

Applicants to the program are expected to be knowledgeable in topics including chemistry, process design, water resources, and air pollution. The program focuses on pollution control, pollution prevention, and the correction of pollution effects on natural and man-made environments.

The program is noted for its strong faculty research interests, and areas of study include drinking water treatment, wastewater treatment, solid and hazardous waste management, atmospheric pollution control and modeling, environmental water resources, and stormwater management. The program's overall mission is to prepare students for careers in environmental engineering with consulting firms; with industry; within federal, state, and local governments; and/or in higher education.

The program's overall mission is to prepare students for Environmental Engineering careers in federal, state, and local governments; higher education; consulting; and industry.

Other key objectives include:

- Producing graduates who have technical knowledge in critical areas of environmental engineering
- Providing a professional engineering education that challenges our graduates to think critically
- Forming and maintaining partnerships with industry, government agencies, and professional organizations
- Developing awareness of the changing environmental needs of society and the global environment.

Hide Program Description∧

CURRICULUM

The Environmental Engineering Sciences track offers both thesis and nonthesis options with each requiring 30 credit hours of courses beyond the baccalaureate degree. Students choosing the thesis option must take 12 credit hours of required courses, 12 credit hours of electives, and 6 thesis credit hours. Students choosing the nonthesis option must take 12 credit hours of required courses, 18 credit hours of electives, and submit an end-of-program portfolio. Students develop an individualized program of study with a faculty adviser.

Total Credit Hours Required:

30 Credit Hours Minimum beyond the Bachelor's Degree

At least 24 credit hours of the course work must be exclusive of thesis and research, and Directed Research (XXX 6918) is not permitted in MS program of study.

The thesis option is primarily for students who can devote a full-time effort to their research and is required for all students supported on contracts and grants, as well as any student receiving department financial support. The nonthesis option is strongly recommended for part-time students and requires an end-of-program portfolio as a requirement for graduation.

Research studies or projects are required in one or more courses. The research study or project will focus on reviewing and analyzing contemporary research or engineering issues in a student's particular specialization within the profession. They are intended to help students acquire knowledge and skills pertaining to best practices in that specialization area.

Prerequisites (Articulation)

The completion of prerequisite courses may be required before students can begin the program graduate course work.

The following mathematics prerequisite requirement is for all students.

- Calculus through Differential Equations

The following prerequisites (or equivalent courses) may be required for students with appropriate science or math undergraduate degrees.

- ENV 3001 Introduction to Environmental Engineering (3 credit hours)
- CWR 3201 Engineering Fluid Mechanics (3 credit hours)
- STA 3032 Probability and Statistics for Engineers (3 credit hours)
- CWR ~~4632 Water Resources I~~4202 Hydraulics (~~3~~4 credit hours)
- CWR ~~4633 Water Resources II~~4120 Hydrology (3 credit hours)
- EES 4111C Biological Process Control (3 credit hours)
- EES 4202C Chemical Process Control (3 credit hours)
- EGN 3613 Engineering Economic Analysis (2 credit hours)
- ENV 4120 Air Pollution Control (3 credit hours)
- ENV 4531 Environmental Engineering Operations and Processes I (3 credit hours)

Required Courses—12 Credit Hours

Students must choose one course from each group.

~~Chemical/~~Biological~~/Industrial~~ Waste Treatment

- ~~ENV 6015 Physical/Chemical Treatment Systems in Environmental Engineering (3 credit hours)~~
- ENV 6016 Biological Treatment Systems in Environmental Engineering· (3 credit hours)
- ~~ENV 6558 Industrial Waste Treatment (3 credit hours)~~

Chemical Waste Treatment

- ENV 6015 Physical/Chemical Treatment Systems in Environmental Engineering (3 credit hours)

Air Quality

- ~~ENV 6106 Theory and Practice of Atmospheric Dispersion Modeling* (3 credit hours)~~
- ~~ENV 6126 Design of Air Pollution Controls* (3 credit hours)~~
- ~~ENV 6347 Hazardous Waste Incineration (3 credit hours)~~

Environmental/ Water Quality

- ENV 6519 Aquatic Chemical Processes (3 credit hours)
- ENV 6616 Receiving Water Impacts (3 credit hours)
- ENV 5410 Water Treatment (3 credit hours)
- EES 5318 Industrial Ecology (3 credit hours)
- ENV 6558 Industrial Waste Treatment (3 credit hours)
- ~~ENV 6558 Industrial Waste Treatment (3 credit hours)~~
-

Civil Water Resources

- Any CWR course at the 5000 or 6000 level (3 credit hours). See course listings in the drop-down catalog menu above.

Note: Courses with an asterisk (*) provide independent learning experiences. Nonthesis students are required to take at least one course with an asterisk. <u>This is fulfilled by taking the required ENV 6016 course.</u>

Elective Courses—12 Credit Hours

All students, both thesis and nonthesis, must take 12 credit hours of elective courses. The electives should be chosen from courses with ENV or CWR prefixes although other appropriate graduate-level courses (5000 or 6000) may be allowed. All electives must be chosen with the consent of the student's adviser.

- Electives (12 credit hours)

Thesis Option—6 Credit Hours

The thesis option requires that students conduct an approved research study, write and successfully defend a thesis.

- XXX 6971 Thesis (6 credit hours)

The College of Engineering and Computer Science requires that all thesis defense announcements are approved by the student's adviser and posted on the college's website and on the Events Calendar at the College of Graduate Studies website at least two weeks before the defense date.

Nonthesis Option—6 Credit Hours

The nonthesis option requires 6 more credit hours of electives in addition to the 12 credit hours of electives described above.

- Electives (6 credit hours)

Portfolio Requirement

Students are required to complete a culminating experience. The culminating experience for nonthesis MS students is submission of an end-of-program portfolio. The portfolio requirements are listed on the CECE website.

Equipment Fee

Students in the Environmental Engineering MS program pay a $16 equipment fee each semester that they are enrolled. Part-time students pay $8 per semester.

Independent Learning

A research or design project serves as the independent learning experience for thesis students. Nonthesis students are required to take at least one of the courses marked with an asterisk (*), denoting an independent learning experience, and an end-of-program portfolio.

Contact INFO

➡ Request Information

Graduate Program
Andrew Randall PhD PE
Associate Professor

andrew.randall@ucf.edu
Telephone: 407-823-6429
Engineering II, 211-L Map

Graduate Admissions
Admissions Counselor
gradadmissions@ucf.edu
Telephone: 407-823-2766

Millican Hall 230 Map
Online Application
Graduate Admissions
Mailing Address
UCF College of Graduate Studies
Millican Hall 230
PO Box 160112
Orlando, FL 32816-0112

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.

The College of Engineering and Computer Science strongly encourages prospective applicants to request a free pre-screening (www.cecs.ucf.edu/prescreen) of their qualifications prior to submitting an online application for graduate admission. However, a pre-screening is not required; rather, it is offered as a courtesy to all prospective applicants before they commit to submitting a complete online application and paying an application processing fee.

Admissions decisions are made on the basis of a complete online application only, and not on the basis of any pre-screening. Prospective applicants who are encouraged to apply to their intended graduate program based on the information provided for their pre-screening are not assured of admission or financial assistance when they submit a complete online application. Although it is possible, it is not likely, that prospective applicants who are discouraged from formally applying to a graduate program at the pre-screening stage will be admitted if they elect to submit a complete online application anyway.

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.
- Résumé.
- Statement of educational, research, and professional career objectives.
- 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.

Faculty members may choose to conduct face-to-face or telephone interviews before accepting an applicant into their graduate program.

The GRE is not required, however, taking the GRE is highly recommended for students wishing to pursue a thesis. In order to be considered for any fellowships, a GRE score is required.

Those applying to the programs without a directly related undergraduate degree should closely check the prerequisites. For students with nontechnical undergraduate degrees, it is recommended that a second undergraduate degree in Environmental Engineering be completed before applying to graduate school.

Final articulation requirements will be determined by the department after students have been admitted and after discussions with their advisers.

Application Deadlines

Environmental Engineering Sciences	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	Jan 15	Jul 15	Dec 1	-
International Applicants	Jan 15	Jan 15	Jul 1	-
International Transfer Applicants	Jan 15	Mar 1	Sep 1	-

*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.

List of faculty who will participate in the track being revised:

Dr. Ni-Bin Chang, PhD Environmental Engineering

Dr. Steven Duranceau, PhD Environmental Engineering

Dr. Woo Hyoung Lee, PhD Environmental Engineering

Dr. Andrew Randall, PhD Environmental Engineering

Dr. Debra Reinhart, PhD Environmental Engineering

Dr. Anwar Sadmani, PhD Environmental Engineering

Dr. Kelly Kibler, PhD Water Resources Engineering

Dr. Talea L. Mayo, PhD Applied Mathematics

Dr. Fidelia Nnadi, PhD Water Resources Engineering

Dr. Arvind Singh, PhD Water Resources Engineering

Dr. Thomas Wahl, PhD Water Resources Engineering

Dr. Dingbao Wang, PhD Water Resources Engineering

College of Graduate Studies

UCF

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☐ A list of faculty who will participate in the program, track or certificate and their credentials.

☐ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: CEDHP

Proposed Effective Term/Year: Spring 2018

Unit(s) Housing Program: STLL

Name of program, track and/or certificate: MAT Art Education

Please check all that apply. This action affects a: ☑ Program ☐ Track ☐ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

> The Art Education MAT Program will be delivered fully Online beginning Spring 2018. The current catalog allows for two electives, but it is in the students' best interest to take the following two specific art education courses that align with the Florida Educator Accomplished Practices (FEAPs): ARE 5251 Art for Exceptionalities and ARE 6195 Teaching Art Appreciation with Interdisciplinary Studies.

Briefly list curriculum 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.**

> Change elective option to specific required courses as follows:
>
> ARE xxxx to ARE 5251 Art for Exceptionalities
>
> ARE xxxx to ARE 6195 Teaching Art Appreciation with Interdisciplinary Studies

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

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

If yes, how will current students be impacted by this change?

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signatures

Recommend Approval *(all approval levels must be signed)*

Graduate Faculty Program Coordinator:

Print: Debra L. McGann   Signature: _____   Date: 11/8/17

Department Chair / Director:

Print: M. Hynes   Signature: Michael C. Hynes   Date: 11/15/17

College Academic Standards:

Print: Valerie A. Sloan   Signature: Valerie A. Sloan   Date: 11/27/17.

College Dean:

Print: JP Mendez   Signature: _____   Date: 1/31/12

Graduate Council:

Print: _____   Signature: _____   Date: _____

Vice President for Research and Dean of the College of Graduate Studies:

Print: _____   Signature: _____   Date: _____

Approval

Provost and Executive Vice President:

Print: _____   Signature: _____   Date: _____

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

Department(s); College; Registrar; Associate Registrar; Institutional Knowledge Management; Academic Services; College of Graduate Studies

TRACK DESCRIPTION

The Teacher Education MAT, Art Education program is a state-approved initial teacher preparation program for students seeking certification to teach Art in grades K-12, including students previously certified to teach in another field.

The Master of Arts in Teaching is subject to any change in the Florida Administrative Code (State Board of Education Rule 6A-5.066). Students enrolled in this program should remain in close contact with their adviser to keep informed of any program changes implemented to comply with new state requirements.

Please note: This program may be completed online, although not all elective options or program prerequisites may be offered online. Newly admitted students choosing to complete this program exclusively via UCF online classes may enroll with a reduction in campus-based fees. See http://ucf.edu/online for more information.

International students (F or J visa) are required to enroll in a full-time course load of 9 credit hours during the fall and spring semesters. Only 3 of the 9 credit hours may be taken in a completely online format. For a detailed listing of enrollment requirements for international students, please visit www.international.ucf.edu. If you have questions, please consult International Affairs and Global Strategies at 407-823-2337.

UCF is not authorized to provide online courses or instruction to students in some states. Refer to State Restrictions for current information.

Hide Program Description⌃

This graduate program partners with the Peace Corps Paul D. Coverdell Fellows Program. If you are a returning Peace Corps volunteer, see Peace Corps Coverdell Fellows for more information about attending graduate school at UCF.

CURRICULUM

This program will be available online effective **Spring 2018**.

The Teacher Education MAT, Art Education requires a minimum of 37 credit hours beyond the bachelor's degree. The program is a K-12 program for noneducation majors at the undergraduate level or teachers previously certified in another field.

The MAT requires an online portfolio of both reflective practice/analysis of professional development and demonstration of attainment of the beginning level of performance for all Florida Educator Accomplished Practices (FEAPs). Multiple artifacts and reflective analysis are required for each of the accomplished practices. All portfolio entries are critical components of learning since they are the primary means of accessing the professional development of students as reflective practitioners. LiveText access is required for the portfolio. In addition, an internship is required.

Total Credit Hours Required:

37 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—29 Credit Hours

Core—13 Credit Hours

- ESE 6935 Introductory Seminar in Secondary Education* (1 credit hour)

- EDG 6415 Principles of Instruction and Classroom Management* (3 credit hours)

- EDF 6237 Principles of Learning and Introduction to Classroom Assessment** (3 credit hours)

- EDF 6727 Critical Analysis of Social, Ethical, Legal, and Safety Issues Related to Education (3 credit hours)

- TSL 5085 Teaching Language Minority Students in K-12 Classrooms (3 credit hours)

*Must be taken in the first semester in the program.

**Must be taken prior to internship.

Specialization—16 Credit Hours

- RED 5147 Developmental Reading (3 credit hours)

- ARE 5359 Teaching Art K-12 (4 credit hours)

- ARE 6905 Research Trends in Art Education (3 credit hours)

- ~~ARE Elective Number One~~ ARE 5251: Art for Exceptionalities (with approval of adviser, 3 credit hours)

- ~~ARE Elective Number Two~~ ARE 6195: Teaching Art Appreciation with interdisciplinary Studies (with approval of adviser, 3 credit hours)

> **Commented [D1]:** Replace elective with ARE 5251: Art for Exceptionalities

> **Commented [D2]:** Replace elective with ARE 6195 :Teaching Art Appreciation with Interdisciplinary Studies

Internship—6 Credit Hours

- ARE 6946 Graduate Internship (6 credit hours, taken over two semesters***)

***The two semester requirement applies to on-the-job internships and most traditional internships. Traditional internships may be completed in one semester with advisor approval.

Students should ensure that they meet all requirements for Graduate Internship.

- Complete 24 credit hours of the program, including all core courses plus methods courses.

- Overall graduate GPA must be 3.0 or higher.

- No more than 6 credit hours of co-requisite content requirements can be outstanding at the time of admission to graduate internship.

- Passing scores on the appropriate Subject Area Examination and Professional Education Examination are required prior to admission to the second semester of graduate internship.

- Students must apply and be approved for graduate internship. Deadline dates and applications are available through the Office of Clinical Experiences at http://www.education.ucf.edu/clinicalexp/
- Satisfactory completion of the Graduate Internship requires the student to demonstrate proficiency in all Florida Educator Accomplished Practices at the beginning level in accordance with State Board of Education Rule 6A-5.065.

Culminating Experience—2 Credit Hours

- ESE 6256 Critical Issues in Secondary Education (1 credit hour, taken twice)

Additional Program Requirements

- Complete an electronic portfolio according to program guidelines. This portfolio requires demonstration of professional growth, reflection, and proficiency in the Florida Educator Accomplished Practices.

- Pass all required sections of the Florida Teacher Certification Examination.

- Students are required to have 30 credit hours of art course work to meet certification requirements to teach art in grades K-12. These may be previously earned undergraduate or graduate credits, or include graduate content area credits approved for electives in the program. Only six hours of independent study courses may be used to satisfy degree requirements. It is important to see an adviser if courses are difficult to schedule in content areas.

Equipment Fee

Students in the Master of Arts in Teacher Education program pay a $64 equipment each semester that they are enrolled. Part-time students pay $32 per semester.

Independent Learning

The MAT requires an online portfolio of both reflective practice/analysis of professional development and demonstration of attainment of the beginning level of performance for all Florida Educator Accomplished Practices (FEAPs). Multiple artifacts and reflective analysis are required for each of the accomplished practices. All portfolio entries are critical components of learning since they are the primary means of accessing the professional development of students as reflective practitioners. LiveText is required for the portfolio. In addition, an internship is required.

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.

- Passing score on all four parts of the Florida Teacher Certification Examination/General Knowledge Test (FTCE/GKT) OR a competitive score on the Graduate Record Exam (GRE) score. This program does not require GRE for admission, but in accordance with Florida Statute 1004.4 and State Board of Education Rule 6A-5.066, admission to this graduate-level, state-approved initial teacher preparation program requires demonstrating mastery of general knowledge.

- NOTE: Effective January 1, 2015, only examination results earned by educators within 10 years prior to the date of application for a new Florida Educator's Certificate with the Florida Department of Education may be acceptable for certification eligibility requirements (SBR 6A-4.002).

- 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.

- To align with current student standards and, therefore, be acceptable to satisfy educator requirements, a passing score on an examination identified in state board rule must have been earned during the ten (10) years immediately preceding application and qualification for a certificate, unless otherwise stipulated in relevant statue or rule.

Students may not switch from an MAT program to an MEd program, or vice versa, without going through the university's application process. Courses used to gain initial state certification may not be transferred into a MEd program.

Application Deadlines

Art Education	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	-	-	Dec 1	Apr 15

This program will be available online effective Spring 2018.

International Applicants	-	-	Jul 1	Jul 1
International Transfer Applicants	-	-	~~Aep~~ Sep 1	Dec 15

*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.

College of Graduate Studies

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

■ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

■ A list of faculty who will participate in the program, track or certificate and their credentials.

■ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

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

Proposed Effective Term/Year: __Fall 2018__

Unit(s) Housing Program: __College of Optics and Photonics__

Name of program, track and/or certificate: __Optics and Photonics MS Program__

Please check all that apply. This action affects a: ■ Program ☐ Track ☐ Certificate

If the revision applies to multiple tracks, please list them here:
MS in Optics and Photonics, MS in Optics and Photonics - Optics Track, and MS in Optics and Photonics - Photonics Track

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

> The previous comprehensive exam applied only to the non-thesis students and was taken just prior to graduation. However, the results were not good and we think it is better to evaluate students' comprehensive learning in the core as early as possible so that we can take remedial action where necessary The change therefore prescribes taking the exam as soon as the MS core is completed, and prescribes remedial action should a students show deficiencies in specific areas of the examined material.

Briefly list curriculum 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.**

> There are no changes to academic course work or hours required. This is only a change in when the Comprehensive Exam is required to be completed, and remedies should the student fail the exam.

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

If yes, how will current students be impacted by this change?

> This change will only affect the new students coming in Fall 2018. This change affects all tracks in the MS program.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signatures

Recommend Approval *(all approval levels must be signed)*
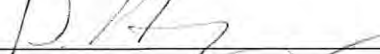
Graduate Faculty Program Coordinator:

Print: David J. Hagan, Associate Dean   Signature: _____   Date: 12/06/17

Department Chair / Director:

Print: David J. Hagan, Associate Dean   Signature: _____   Date: 12/06/17

College Academic Standards:

Print: David J. Hagan, Associate Dean   Signature: _____   Date: 12/06/17

College Dean:

Print: Bahaa E. A Saleh, Dean   Signature: _____   Date: 12/06/17

Graduate Council:

Print: _____   Signature: _____   Date: _____

Vice President for Research and Dean of the College of Graduate Studies:

Print: _____   Signature: _____   Date: _____

Approval

Provost and Executive Vice President:

Print: _____   Signature: _____   Date: _____

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

Department(s); College; Registrar; Associate Registrar; Institutional Knowledge Management; Academic Services; College of Graduate Studies

Optics and Photonics MS

Program TRACKS

International
Optics
Photonics

College : Optics and Photonics	**Degree** :MS
Department :	**Option** : Thesis, Nonthesis
Program Websites : http://www.creol.ucf.edu/	

PROGRAM DESCRIPTION

The Master of Science in Optics and Photonics program is intended for students with a bachelor's degree in optics, electrical engineering, physics, or closely related fields. The program is interdisciplinary and combines optical science and engineering.

Show Program Description ⌄

CURRICULUM

The Optics and Photonics MS program (No Track) requires a minimum of 30 credit hours beyond the bachelor's degree. The program offers a thesis and nonthesis option. Students are allowed considerable freedom in planning their study programs, although some foundation Optics courses are strongly recommended as core courses and two research methods/laboratory courses are required.

Total Credit Hours Required:
30 Credit Hours Minimum beyond the Bachelor's Degree

Additional notes on the curriculum:

- A minimum of 24 credit hours of formal graduate courses is required in the thesis option of which at least 12 credit hours must be formal Optics (prefix OSE) courses. A minimum of 27 credit hours of formal graduate courses is required in the nonthesis option of which at least 18 credit hours must be formal Optics (prefix OSE) courses. The remaining credit hours can be thesis or other elective and research courses as permitted in the option.
- At least 6 credit hours of approved optics or related science and engineering research methods/laboratory courses are required in both options. At least one must be in Optics or approved as an Optics substitute.
- Up to nine credit hours of appropriate graduate courses from accredited universities may be transferred with approval from the College of Optics and Photonics. Only courses with grades of "B" or better can be transferred.

Required Courses—15 Credit Hours

Core—9 Credit Hours

The following foundation courses are required.

- OSE 5115 Interference and Diffraction (3 credit hours)
- OSE 6111 Optical Wave Propagation (3 credit hours)
- OSE 6525 Laser Engineering (3 credit hours)

Research Methods/Laboratory—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-related science and engineering methodology labs may be taken with approval by the College of Optics and Photonics.

Elective Courses—9 Credit Hours

All students are required to take a minimum of 9 credit hours of electives.

Other courses with significant optics content may be accepted towards the Optics (OSE) course work requirement, upon approval by the Associate Dean.

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.

Comprehensive Examination

An oral master's comprehensive examination, based on the core courses (OSE 5115 Interference, Diffraction & Coherence, OSE 6111 Optical Wave Propagation, and OSE 6525 Laser Engineering) must be passed as a graduation requirement for the MS degree in Optics and Photonics. Students will be required to take this exam within one semester after completing the core courses.
The exam may be taken twice. After failing on the second attempt, the student will be required to re-take the courses covering the areas in which the examination committee determined the student to be deficient. The retaken courses must be passed with a minimum grade of B+ in order for the student to graduate.
This Comprehensive Examination requirement may be satisfied by passing the Optics and Photonics Ph.D. Qualifying exam.

Thesis Option—6 Credit Hours

The thesis option requires at least 6 credit hours of thesis research.

- OSE 6971 Thesis (6 credit hours)

Independent study and directed research credit hours are not allowed toward the degree requirements. The student must prepare an approved program of study and form a thesis committee upon completion of nine credit hours. The MS thesis committee consists of three members, with at least two regular graduate faculty members from the College of Optics and Photonics. Students are required to write a thesis and pass an oral exam based primarily on the topics of the thesis and course work.

Nonthesis Option—6 Credit Hours

The nonthesis option requires an additional 6 credit hours of electives.

- Electives (6 credit hours)

Up to 3 credit hours of directed research (OSE 6918) or research report (OSE 6909) may be included as electives with prior approval of the College of Optics and Photonics although they are not counted toward the required 27 credit hours of formal course work. Students must prepare an approved plan of study upon completion of nine credit hours. Students are required to pass a final oral comprehensive examination based primarily on the subject matter of the courses taken. The purpose of the exam is for the student to demonstrate his or her basic knowledge of the fundamentals of optics and photonics.

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The research report is a written report on a subject based on research completed under the guidance of a faculty advisor who is a member of the graduate faculty in the College of Optics and Photonics. The subject matter will be determined by advisor and should be on some aspect of experimental, theoretical, or literature research in the area of optics and photonics. Normally the research and report should be completed within one semester. The written report should contain between 5,000 and 10,000 words and should roughly follow the format of a scientific journal paper. The report will be evaluated by a committee consisting of the advisor and two other faculty members. The student will be expected to present a brief oral presentation of the work to the committee, not less than 5 business days after submitting the written report to the committee and prior to the last day of classes in the semester. The report will be graded on a satisfactory/unsatisfactory basis by the advisor, based on the input from the committee.

The nonthesis master's requires a minimum of two methods/laboratory courses as described above. These laboratory courses involve a substantial amount of independent learning on the part of the student. For example, laboratory reports must include sections on the theoretical and historical background behind the phenomena explored in laboratory experiments, and students are expected to obtain this background information on their own by researching the scientific literature. One required Optics laboratory may be waived if the student can demonstrate an equivalent hands-on proficiency in that laboratory specialization. These methodology/laboratory courses count toward the formal course work requirement.

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Independent Learning

All students must take a minimum of two graduate methodology/laboratory courses in Optics or a closely related field that include experiments, research and laboratory reports. Nonthesis students also engage in directed research or research report. Thesis students enroll in 6 hours of thesis credits during the completion of their research study.

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.

Before completing general UCF graduate application requirements, all applicants for programs in the College of Optics and Photonics are recommended

to complete the pre-application process. The pre-application is located at http://www.creol.ucf.edu/Academics/Prospective/PreApplication.aspx.

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.
- A bachelor's degree in Optics, Electrical Engineering, Physics, or closely related fields.

- Official, competitive GRE score taken within the last five years.
- Goal Statement: Please choose the Personal Statement option. Your Personal statement should describe your career goals. Please include why you want to come to CREOL and how the MS will help you achieve your ultimate career goals.
- Three letters of recommendation.
- Résumé.

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.

Application Deadlines

Optics and Photonics MS	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	Jan 15	Jul 15	Dec 1	Apr 15
International Applicants	Jan 15	Jan 15	Jul 1	Nov 1
International Transfer Applicants	Jan 15	Mar 1	Sep 1	Dec 15

*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.

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.

Contact INFO

Request Information

Graduate Program

David Hagan PhD
Associate Dean
hagan@creol.ucf.edu
Telephone: 407-823-6817
CROL 231 Map

Alma Montelongo
gradprog@creol.ucf.edu
Telephone: 407-823-4726
CREOL Room 208 Map

Graduate Admissions

Kourtney Siano
gradadmissions@ucf.edu
Telephone: 407-823-2766
Millican Hall 230 Map
Online Application
Graduate Admissions

Mailing Address

UCF College of Graduate Studies
Millican Hall 230
PO Box 160112
Orlando, FL 32816-0112

Institution Codes
GRE: 5233
GMAT: RZT-HT-58
TOEFL: 5233
ETS PPI: 5233

Graduate Fellowships

Grad Fellowships
Telephone: 407-823-0127
gradfellowship@ucf.edu
https://funding.graduate.ucf.edu

Graduate Financial Aid

UCF Student Financial Assistance
Millican Hall 120
Telephone: 407-823-2827
Appointment Line: 407-823-5285
Fax: 407-823-5241
finaid@ucf.edu
http://finaid.ucf.edu

Catalog Home | About the Graduate Catalog | Events Calendar | Apply Now!

UCF Stands For Opportunity

DR. AYMAN ABOURADDY

Professor of Optics & Photonics

CREOL A116   407-823-6809   raddy@creol.ucf.edu

DR. RODRIGO AMEZCUA CORREA

Assistant Professor of Optics & Photonics

CREOL A118   407-823-6853   r.amezcua@creol.ucf.edu

DR. LUCA ARGENTI

Assistant Professor of Physics, Optics & Photonics

PSB 304   (+1) 407-823-0780   luca.argenti@ucf.edu

DR. ZENGHU CHANG

University Trustee Chair, Pegasus and Distinguished Professor of Physics, Optics & Photonics

PS464   407-823-4442   Zenghu.Chang@ucf.edu

DR. DEMETRIOS CHRISTODOULIDES

Pegasus Professor of Optics & Photonics/Cobb Family Endowed Chair

CREOL 210   407-882-0074   demetri@creol.ucf.edu

DR. PETER J. DELFYETT

University Trustee Chair & Pegasus Professor of Optics & Photonics, ECE & Physics; Director, Townes Laser Institute

CREOL 272   407-823-6812   delfyett@creol.ucf.edu

DR. DENNIS DEPPE

FPCE Endowed Chair & Professor of Optics & Photonics

CREOL A121   407-823-6870   ddeppe@creol.ucf.edu

DR. ARISTIDE DOGARIU

Pegasus Professor of Optics & Photonics/FPCE

CREOL 164   407-823-6839   adogariu@creol.ucf.edu

DR. RONALD DRIGGERS

Professor of Optics & Photonics

CREOL A315   407-205-3577   Ron.Driggers@creol.ucf.edu

DR. SASAN FATHPOUR

Associate Professor of Optics & Photonics

CREOL A212   407-823-6961   fathpour@creol.ucf.edu

DR. ROMAIN GAUME

Assistant Professor of Optics & Photonics

CREOL 172   407-823-5683

gaume@creol.ucf.edu

DR. RYAN GELFAND
Assistant Professor of Optics & Photonics
CREOL A213   407-823-1385   ryan5@creol.ucf.edu

DR. LEONID B. GLEBOV
Research Professor of Optics & Photonics
CREOL 285   407-823-6983   lbglebov@creol.ucf.edu

DR. DAVID J. HAGAN
Associate Dean for Academic Programs & Pegasus Professor of Optics & Photonics, Physics
CREOL 209   407-823-6817   hagan@creol.ucf.edu

DR. KYU YOUNG HAN
Assistant Professor of Optics & Photonics
CREOL 162   407-823-6922   kyhan@creol.ucf.edu

DR. ARAVINDA KAR
Professor of Optics & Photonics, MMAE, ECE and Physics
CREOL 284   407-823-6921   akar@creol.ucf.edu

DR. MERCEDEH KHAJAVIKHAN
Assistant Professor of Optics & Photonics
CREOL 275   407-823-6829   mercedeh@creol.ucf.edu

DR. PIETER G. KIK
Associate Professor of Optics & Photonics
CREOL 270   407-823-4622   kik@creol.ucf.edu

DR. STEPHEN KUEBLER
Associate Professor of Chemistry, Optics & Photonics
Phys Sciences 347   407-823-3720   Stephen.Kuebler@ucf.edu

DR. GUIFANG LI
Professor of Optics & Photonics, Physics, ECE
CREOL 278   407-823-6811   li@creol.ucf.edu

DR. PATRICK L. LIKAMWA
Professor of Optics & Photonics, ECE
CREOL A211   407-823-6816   patrick@creol.ucf.edu

DR. M. G. "JIM" MOHARAM
Professor of Optics & Photonics
CREOL 274   407-823-6833   moharam@creol.ucf.edu

DR. SHUO "SEAN" PANG
Assistant Professor of Optics & Photonics
CREOL 276   407-823-6869   pang@creol.ucf.edu

DR. C. KYLE RENSHAW

Assistant Professor of Optics & Photonics

CREOL A209　　　　407-823-2807　　　　krenshaw@creol.ucf.edu

DR. KATHLEEN A. RICHARDSON

Professor of Optics & Photonics

CREOL A110　　　　407-823-6815　　　　kcr@creol.ucf.edu

DR. MARTIN C. RICHARDSON

Pegasus Professor and University Trustee Chair, Northrop Grumman Prof of X-ray Photonics; Prof of Optics & Photonics

CREOL 126　　　　407-823-6819　　　　mcr@creol.ucf.edu

DR. BAHAA E. A. SALEH

Dean & Director, Professor of Optics & Photonics

CREOL 207　　　　407-882-3326　　　　besaleh@creol.ucf.edu

DR. WINSTON V. SCHOENFELD

Professor of Optics & Photonics & Director, Florida Solar Energy Center (FSEC)

CREOL A215　　　　(407) 823-6898　　　　winston@creol.ucf.edu

DR. AXEL SCHÜLZGEN

Professor of Optics & Photonics

CREOL A115　　　　407-823-1746　　　　axel@creol.ucf.edu

DR. M.J. SOILEAU

University Distinguished Professor of Optics & Photonics, ECE & Physics

CREOL A219　　　　407-823-5539　　　　MJ@ucf.edu

DR. ERIC W. VAN STRYLAND

University Trustee Chair, Pegasus Professor of Optics & Photonics

CREOL 271　　　　407-823-6835　　　　ewvs@creol.ucf.edu

DR. KONSTANTIN L. VODOPYANOV

21st Century Scholar Chair & Professor of Optics & Photonics, and Physics

CREOL A113　　　　407-823-6818　　　　vodopyanov@creol.ucf.edu

DR. SHIN-TSON WU

Pegasus Professor of Optics & Photonics

CREOL 280　　　　407-823-4763　　　　swu@creol.ucf.edu

DR. XIAOMING YU

Assistant Professor of Optics & Photonics

CREOL 273　　　　(407) 823-6872　　　　yux@creol.ucf.edu

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☑ A list of faculty who will participate in the program, track or certificate and their credentials.

☑ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: College of Sciences/Political Science

Proposed Effective Term/Year: Fall 2018

Unit(s) Housing Program: Political Science

Name of program, track and/or certificate: Security Studies PhD

Please check all that apply. This action affects a: ☑ Program ☐ Track ☐ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

• These changes are designed to address two issues that have been observed over the program's first four years: some weaknesses in student's research design skills after core courses have been completed and some students' slowness in identifying dissertation topics and preparing dissertation proposals.

• Some other courses where had not been thought relevant for the degree are now viewed as appropriate for listing as restricted electives.

Briefly list curriculum 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.**

• Eliminate a required course that was somewhat redundant (INR 7687).
• Add a new required course to address issues with research design, INR 7XXX The Scientific Study of Security.
• Replace the Oral Qualifying Exam with an Initial Dissertation Advisory Committee Meeting
• Revise list of exams to match curricular alterations
• Remove policies relevant to the exams which are or will be obsolete
• Shift discussion of dissertation downward in the curriculum description
• Add dissertation proposal language

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

If yes, how will current students be impacted by this change?

Current students will not be impacted by this change, as it does not affect their course offerings, examinations, etc.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signatures

Recommend Approval *(all approval levels must be signed)*

Graduate Faculty Program Coordinator:

Print: Thomas M. Dolan   Signature: *[signature]*

Digitally signed by tdolan
DN: dc=edu, dc=ucf, dc=net, ou=People,
cn=tdolan, email=Thomas.Dolan@ucf.edu
Date: 2017.10.16 16:13:28 -04'00'

Date: 16 October 2017

Department Chair / Director:

Print: Kerstin Hamann   Signature: khamann

Digitally signed by khamann
DN: dc=edu, dc=ucf, dc=net, ou=People,
cn=khamann,
email=Kerstin.Hamann@ucf.edu
Date: 2017.10.18 13:17:22 -04'00'

Date: _____

College Academic Standards:

Print: Jana L. Jasinski   Signature: *Jana L Jasinski*   Date: 12/7/17

College Dean:

Digitally signed by Michael D. Johnson
DN: cn=Michael D. Johnson, o=University
of Central Florida, ou=College of Sciences,
email=Michael.Johnson@ucf.edu, c=US
Date: 2017.12.15 09:31:31 -05'00'

Print: Michael Johnson   Signature: *[signature]*   Date: _____

Graduate Council:

Print: _____   Signature: _____   Date: _____

Vice President for Research and Dean of the College of Graduate Studies:

Print: _____   Signature: _____   Date: _____

Approval

Provost and Executive Vice President:

Print: _____   Signature: _____   Date: _____

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

Department(s); College; Registrar; Associate Registrar; Institutional Knowledge Management; Academic Services; College of Graduate Studies

Memorandum

To: University Policy & Curriculum Committee
From: Tom Dolan, Graduate Program Coordinator, Political Science, thomas.dolan@ucf.edu
Date: 11 October 2017
Re: Revisions to Security Studies PhD Program

Name of Program: PhD in Security Studies

1. **Proposed Implementation (catalog year): 2018-2019**

2. **Short, overall rationale for the change(s):**

- These changes are designed to address two issues that have been observed over the program's first four years: some weaknesses in students' research design skills after core courses have been completed and some students' slowness in identifying dissertation topics and preparing dissertation proposals.

- Additional existing courses are added as restricted electives to allow the students more choices in identifying areas of expertise.

3. **Itemized description of each change:**

- Eliminate a required course that was somewhat redundant (INR 7687) as it overlapped with a different required core course.
- Add a new required course to prepare students better to develop their own research design, INR 7XXX The Scientific Study of Security.
- Replace the Oral Qualifying Exam with an Initial Dissertation Advisory Committee Meeting
- Revise list of exams to match curricular alterations
- Remove policies relevant to the exams that are or will be obsolete once the curriculum changes go into effect
- Shift discussion of dissertation downward in the curriculum description
- Add dissertation proposal language

In addition we would add three courses to the list of restricted electives:
- CPO 6091 Seminar in Comparative Politics
- INR 6039 International Political Economy
- INR 6507 International Organization

Attachments:
Catalog copy with tracked changes
Course Action Request

CURRICULUM

The PhD degree consists of 62 credit hours beyond the master's degree. A master's degree is required for admission to the program with at least 30 credit hours of master's level work (including both course work and thesis hours). The 62 credit hours consist of 17 credit hours of required courses, 15 credit hours of restricted electives, 12 hours of unrestricted electives (including courses offered in other departments, research, independent study, and internship), and a minimum of 18 credit hours of dissertation work

.

Total Credit Hours Required:
62 Credit Hours Minimum beyond the Master's Degree

Required Courses—17 Credit Hours

Core Courses—15 Credit Hours

- INR 7687 Theoretical Approaches to Security Studies (3 credit hours)
- INR 7139 Issues in Domestic Security (3 credit hours)
- INR 7337 Issues in International Security (3 credit hours)
- POS 7745 Advanced Quantitative Methods in Political Research (3 credit hours)
- POS 7707 Advanced Qualitative Methods in Political Research (3 credit hours)
- INR 7XXX Scientific Study of Security (3 credit hours)

Professional Development Courses—2 Credit Hours

- POS 7930 Professional Development: Academic Careers in Security Studies I (1 credit hour)
- POS 7267 Professional Development: The Practice of in Security Studies II (1 credit hour)

> **Commented [KH1]:** This is a catalog correction; the course titles were changed previously but the new titles have not been added to the catalog. This is NOT a curricular change but only reflects a previously approved course name change.

Elective Courses—27 Credit Hours

Restricted Electives—15 Credit Hours

All students in the doctoral program must complete a minimum of 15 hours of course work in approved restricted elective graduate   seminars. The choice of specific courses will be based on the research interests of students and made in conjunction with their faculty advisor. In this way, students achieve two distinct but related goals: a broad competence in the variety of methodological, theoretical, and substantive approaches to security studies and advanced proficiency in the areas that are most germane to their research interests. Approved restricted electives include:

- CPO 6038 Political Development (3 credit hours)
- CPO 6058 Revolution and Political Violence (3 credit hours)
- CPO 6091 Seminar in Comparative Politics (3 credit hours)
- CPO 6307 Issues in Latin American Politics (3 credit hours)
- CPO 6729 Global Security in the Age of Migration (3 credit hours)
- CPO 6776 Comparative Rising Powers (3 credit hours)
- CPO 6785 Political and Economic Inequality in Comparative Perspective (3 credit hours)
- INR 6039 International Political Economy (3 credit hours)
- INR 6062 Peace Studies (3 credit hours)
- INR 6065 Seminar on War (3 credits)
- INR 6067 Human Rights and Security (3 credit hours)
- INR 6068 Politics of Civil Wars (3 credit hours)
- INR 6096 International Drug Policy (3 credit hours)
- INR 6136 Seminar in American Security Policy (3 credit hours)
- INR 6137 Terrorism and Politics (3 credit hours)
- INR 6108 Seminar in American Foreign Policy (3 credit hours)
- INR 6228 International Politics of the Caspian Sea Region (3 credit hours)
- INR 6275 International Politics of the Middle East (3 credit hours)
- INR 6339 Strategic Warning Analysis (3 credit hours)
- INR 6346 Politics of International Terrorism (3 credit hours)
- INR 6356 Environmental Security (3 credit hours)
- INR 6365 Seminar on Intelligence (3 credit hours)
- INR 6366 The Intelligence Community (3 credit hours)
- INR 6507 International Organization (3 credit hours)
- POS 6686 National Security Law (3 credit hours)
- INR 6726 Political Behavior in International Conflict (3 credit hours)
- POS 6743 Geographic Tools for Political Science Research (3 credit hours)
- POS 6747 Advanced Topics in Quantitative Political Analysis (3 credit hours)
- POS 6938 Special Topics/Political Analysis (3 credit hours)

Unrestricted Electives—12 Credit Hours

The unrestricted electives provide students with an opportunity to further expand their doctoral training beyond the program's core courses and the restricted electives. Unrestricted electives may include regularly scheduled graduate courses in political science, graduate-level courses in programs outside the department, independent study courses, doctoral research courses with a highly focused student/faculty research component, and internships that enable students to gain valuable experience in a non-academic setting. Unrestricted electives may be taken at any point in the student's program of study; however, no more than a total of twelve hours of graduate course work can be from outside of the department, dissertation research, independent study, or internship combined; in addition, no more than a total of six hours can be from either independent study or internship. Students with suitable academic backgrounds may work in areas such as cyber security or science and technology taking courses in relevant departments. A student's faculty advisor and the department's Graduate Program Director must approve all graduate courses taken outside of the department as well as any internships.

Modern Language or Methods Requirement

Prior to enrollment in dissertation hours, students are required to demonstrate proficiency in one modern language (other than English) or an additional methodological course dependent on the student's intended research area. The language requirement is two years (four semesters) of a single college-level modern language, which should normally be in an area relevant to the student's research. Students may meet the requirement by providing evidence of four semesters of enrollment or by passing a university-administered equivalent proficiency examination. The methods requirement is met by taking a methods course as part of the elective course requirements, with the approval of the Graduate Program Director.

Milestones and Examinations

~~Dissertation – Minimum of 18 Credit Hours~~

~~The dissertation is the culmination of the course work that comprises this research-based degree. It must make a significant theoretical, historical, intellectual, practical, creative, or research contribution to the student's area within the discipline. The dissertation will be completed through a minimum of 18 hours of dissertation credit, which students will use to accomplish original research. Students must maintain enrollment in dissertation hours until the degree is awarded.~~

~~POS 7980 Dissertation Research (18 credit hours)~~ Preliminary Advisory Committee Meeting

No earlier than 1 April and not later than 1 June of their first year in the program, students will assemble and meet with a Preliminary Advisory Committee of no fewer than three full-time Political Science faculty members, all of whom should have Graduate Faculty or Graduate Faculty Scholar status. Prior to this meeting, students will present committee members with a written statement of their primary research interests. During this meeting faculty members provide feedback on the student's statement of research interests and will identify key literatures that the student will be expected to be familiar with as they pursue their dissertation. The Preliminary Advisory Committee is meant to be a precursor to the Dissertation Advisory Committee. Note that college approval for the committee is not required at this time, and that students are able to change the composition of their committee at any time (subject to program and college approval). Students will not be permitted to take Candidacy Exam C until they have conducted their Preliminary Advisory Committee Meeting.

~~Oral Qualifying Examination~~

~~The oral qualifying examination is given at the end of the semester in which core course work is completed. It will examine students on theoretical, epistemological, and methodological~~

literature and issues from the five required core courses, although the scope of the examination is not limited to topics covered in the seminars. The exam is administered by the student's Pre-dissertation Advisory Committee, which will advise the student until it is replaced by the Dissertation Advisory Committee. It is up to the student to arrange the make-up of their Pre-dissertation Advisory Committee and schedule the oral qualifying exam before the end of May of their first year in the program. The oral qualifying examination evaluates students' preparation in subjects that are considered to be an essential foundation for their continued doctoral study and research in the program. Any student failing the examination must repeat the examination prior to the start of the next fall semester. A second failed attempt will result in dismissal from the program. The oral qualifying exam will also serve as part of the student's annual academic review for the first year of study.

Written Candidacy Exams

Each student will take the following exams:

    (A) An exam in qualitative methods, addressing the material taught in INR 7707
    (B) An exam in quantitative methods, addressing the material taught in INR 7745
    (C) An exam addressing the contemporary literature in security studies.

Students must pass each part of each exam prior to enrollment in dissertation hours. If they fail any part(s) of any exam, they will have a second opportunity to take that part(s). If they fail the exam a second time, the student will be dismissed from the program.

two exams on separate days. The first exam will be in research methods. The content of this exam will be uniform for each matriculating class of students. The second exam will be a special field in Security Studies, devised by the student in consultation with his or her Dissertation Advisory Committee. The special field may be geographic or thematic in focus, reflecting the research interests of the student. Both examinations will be used to determine the student's knowledge of theory, methods, and past and present research in their chosen areas. Students failing the comprehensive examination may retake the exam one time. If the exam is failed a second time, the student will be dismissed from the program.

A student must notify the Graduate Program Director in writing of their intent to take candidacy exams at least one month before the date fixed for examination. The exam must be successfully completed prior to enrollment in dissertation hours.

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 oral candidacy exam
- Successful completion of all the written candidacy exams
- Formation of a dissertation advisory committee
- Submittal of an approved program of study

Dissertation—Minimum of 18 Credit Hours

The dissertation is the culmination of the course work that comprises this research-based degree. It must make a significant theoretical, historical, intellectual, practical, creative, or research contribution to the student's area within the discipline. The dissertation will be completed through a minimum of 18 hours of dissertation credit, which students will use to accomplish original research. Students must maintain enrollment in dissertation hours until the degree is awarded. The dissertation must conform to standard disciplinary, institutional, and departmental practices. Consistent with College of Graduate School Policies, a dissertation can only be approved after the successful completion of a Dissertation Defense.

- POS 7980 Dissertation Research (18 credit hours)

The Dissertation Advisory Committee

It is the responsibility of the student to secure the agreement of four qualified members to serve on their dissertation committee. Committee members are qualified if they are approved members of the Graduate Faculty or Graduate Faculty Scholars. At least three members must be Graduate Faculty, and the Committee Chair must be an approved Graduate Faculty member. One member of the committee must be external to the political science department (i.e., from another UCF department or external to the university). Graduate Faculty members must form the majority of any given committee. A dissertation committee must be formed prior to enrollment into dissertation hours. Students are able to alter the composition of their committee at their discretion, but revised committees must comply with all of these regulations and be approved by the program and the College of Graduate Studies.

The Dissertation Proposal

After students have passed their candidacy exams but before the end of the first semester that they are enrolled in dissertation hours they must successfully complete a dissertation proposal. A successful dissertation proposal explains the subject under investigation, correctly places it within the existing scholarly literature, and present the planned approach for writing the dissertation. Dissertation proposals are only approved after they are presented to the dissertation advisory committee in a Dissertation Proposal Hearing. During the Dissertation Proposal Hearing, students must demonstrate a thorough understanding of their field of inquiry and convince committee members that their dissertation proposal is feasible. If the dissertation advisory committee is unsatisfied with the proposal or the student's preparation for undertaking it, they may, at their discretion, insist revisions to the proposal and/or a rehearing(s) prior to approving the dissertation proposal.

Equipment Fee

Full-time students in the Security Studies PhD pay $39 per semester for equipment each semester that they are enrolled. Part-time students pay $19.50 per semester.

Independent Learning

As with all graduate programs, independent learning is an important component in the Security Studies doctoral program. Students will demonstrate independent learning through research seminars, directed research and the dissertation.

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.
- An earned master's degree or its equivalent in Political Science, International Politics or International Relations, or related discipline. The Graduate Program Director will evaluate the suitability and applicability of MA degrees in other disciplines for admission purposes.
- A competitive score on each of the quantitative and verbal sections of the Graduate Record Examination (GRE) taken within three years prior to admission to the program.
- Three letters of reference that evaluate the applicant's academic performance and their suitability and potential for undertaking doctoral study, at least one of which must be written by a faculty member at the institution where the master's degree was earned, preferably the thesis adviser for those applicants who wrote a master's thesis.
- A personal statement of 500 words identifying areas of research interest in political science, faculty with whom they would like to work, and describing the applicant's academic and professional experiences and future career goals.
- A writing sample of the applicant's work that is at least 2500 words long and demonstrates ability to complete graduate-level research.
- Résumé.
- For international applicants whose first language is not English, a score of 90 or better on the TOEFL internet-based test (iBT); or a score of 232 or better on the TOEFL computer-based test; or a score of 575 or better on the TOEFL paper-based test; or a score of 7.0 or better on the IELTS.

Applicants should plan to take the appropriate test no later than December to ensure consideration of their applications by the January 1 deadline.

Applicants' records will be reviewed on an individual basis for academic deficiencies and evaluated to assess their potential for success in the program. Supplemental course work may be recommended. Consult the graduate program director whenever questions arise.

A department admissions committee that reviews the applicants' credentials will conduct interviews with the top candidates (either in-person on campus or by phone or Skype). Final selection is based on both submitted credentials and interview.

Meeting minimum UCF admissions criteria does not guarantee program admission. Final admission is also based on evaluation of the applicant's abilities, past performance, recommendations, match of this program to the applicant's career/academic goals, applicant's potential for completing the degree, and the interview.

Application Deadlines

Security Studies PhD	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	Jan 1	Jan 1	-	-
International Applicants	Jan 1	Jan 1	-	-
International Transfer Applicants	Jan 1	Jan 1	-	-

*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.

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.

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☑ A list of faculty who will participate in the program, track or certificate and their credentials.

☑ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: Sciences

Proposed Effective Term/Year: Fall 2018

Unit(s) Housing Program: Nicholson School of Communication

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

Please check all that apply: This action affects a: ☑ Program ☑ Track ☐ Certificate

If the revision applies to multiple tracks, please list them here:

Interpersonal Communication Track and Mass Communication Track

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

We propose to eliminate both tracks to create a more generalist M.A. Program in Communication.
We have identified several benefits to moving to a more comprehensive and generalist M.A. program:
All applicants apply to one program only, makes admissions more streamlined.
Makes advising more streamlined, students often require substitutions that make the tracks all but meaningless anyway.
At this time, the only difference between the tracks is the theory course in the core, we are proposing a more general theory course that can serve students no matter their particular field of interest.
Creates a more unified identity for the graduate program and faculty as we move the program to the new Downtown Campus.
Most MA programs are generalist including the top 5 in the field, making our program more consistent with others in the field
Flexibility is good for students so they can take what they feel will be beneficial to them rather than what is faithful to a particular track, since all students now have faculty advisors, it allows the advisors to help students put together a custom program to suit their needs.

Briefly list curriculum 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.**

Addition of general communication theory course to the core
Elimination of the more specialized theory courses from the individual tracks' cores
Reduce number of methods courses from 3 to 2 which allows students to choose to concentrate on an advanced qualitative or quantitative methodology
Addition of applied project as a nonthesis alternative to the comprehensive examinations
Reduces thesis hours from 4 to 3 so that thesis and nonthesis options have the same credit hour requirements.

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

If yes, how will current students be impacted by this change?

Students will not be impacted. We will administratively substitute the new theory course for the track specific theory courses. Students who have completed three methods courses will be allowed to use one toward their program electives if they choose.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signature Page

Recommend Approval (all approval levels must be signed)

Graduate Faculty (Print) Harry Weger   (Signature) _____ Date 11/15/17
Program Coordinator

Department Chair (Print) Robert Littlefield   (Signature) Robert S. Littlefield Date 11/15/17
/Director

College Academic (Print) Jana Jasinski   (Signature) _____ Date 12/4/17
Standards

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

Digitally signed by Michael D. Johnson
DN: cn=Michael D. Johnson, o=University of
Central Florida, ou=College of Sciences,
email=Michael.Johnson@ucf.edu, c=US
Date: 2017.12.15 09:29:41 -05'00'

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

Vice President for Research and Dean of the College of Graduate Studies

(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 Knowledge Management; Academic Services; College of Graduate Studies

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☑ A list of faculty who will participate in the program, track or certificate and their credentials.

☑ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: Sciences

Proposed Effective Term/Year: Fall 2018

Unit(s) Housing Program: Nicholson School of Communication

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

Please check all that apply. This action affects a: ☑ Program ☐ Track ☐ Certificate

If the revision applies to multiple tracks, please list them here:

Interpersonal and Mass Communication Tracks

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

> Most of our students are headed to professional corporate and non-profit organizations. We want to offer them a culminating experience that is more useful to them than comprehensive examinations but that is less intense and more applied than a full-blown academic thesis.

Briefly list curriculum 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.**

> Addition of the Applied Professional Project to the non-thesis option. Attached is a detailed description of the project.

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

If yes, how will current students be impacted by this change?

Current students will have the option to complete the applied project instead of the comprehensive examinations as long as they meet the criteria listed on the attached sheet.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signatures

Recommend Approval *(all approval levels must be signed)*

Graduate Faculty Program Coordinator:

Print: Harry Weger, Jr. **Signature:** *Harry Weger, Jr.* **Date:** 10/16/2017

Department Chair / Director:

Print: Robert Littlefield **Signature:** _____ **Date:** _____

College Academic Standards:

Print: _____ **Signature:** _____ **Date:** _____

College Dean:

Print: Michael Johnson **Signature:** _____ **Date:** _____

Graduate Council:

Print: _____ **Signature:** _____ **Date:** _____

Vice President for Research and Dean of the College of Graduate Studies:

Print: _____ **Signature:** _____ **Date:** _____

Approval

Provost and Executive Vice President:

Print: _____ **Signature:** _____ **Date:** _____

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

Department(s); College; Registrar; Associate Registrar; Institutional Knowledge Management; Academic Services; College of Graduate Studies

Non-thesis Option: Applied Professional Project Guidelines
Communication M.A. Program
Nicholson School of Communication
University of Central Florida

Description

The applied project option requires students to demonstrate their ability to apply the knowledge and skills learned in the graduate program to a problem/topic related to the area of communication. The applied project is a research based work—such as a case-study, article-length paper, sample corporate communication strategy, crisis communication plan, research project for a corporate or organizational client, or a communication project which combines scholarship with extensive experiences in a non-academic workplace that integrates the range of communication theory, practice, and research presented throughout the program. Students are required to articulate a problem/topic, design an argument, and complete a plan for investigating the problem/topic. The project should be designed for a professional audience. The finished product must be composed in a manner worthy of presentation either to a professional organization or decision-makers in the area of study.

Objectives

1. To exhibit the ability to articulate a problem within the field of communication.

2. To identify a methodology appropriate for examining the chosen problem.

3. To formulate a proposal to address of the chosen problem including any potential benefits from its investigation.

4. To illustrate appropriate writing and messaging skills of an advanced student of communication.

5. To complete a final product/document (e.g., a final report, a teaching module, a small-scale study of a community organization or focus group, etc.) appropriate for understanding findings relevant to the problem examined.

Students interested in completing the applied professional project will need to engage five steps successfully: 1) an application process, 2) enrollment and successful completion of applied professional project hours, 3) completion of the project, 4) a reflective write-up of the project; and 5) an oral presentation of their work.

Guidelines for the application step:

1. Students must apply to complete an applied professional project (and to secure the applied professional advisor) during the semester they are enrolled in their 18th credit hour in the Communication MA program. Applications are available online on the Nicholson Resource website. They must be printed, completed, signed, and submitted in person to the Graduate Program Director or the Graduate Program Assistant.

2. The Graduate Program Director must approve all applied captsone project applications. All applications will be immediately approved given they meet the following criteria:

    a. The student has a cumulative grade point average of 3.0 or higher.

b. An NSC Graduate Faculty member has signed an agreement to be the student's applied professional project advisor.

c. Two additional Communication faculty members have signed an agreement to be on the applied professional project committee. At least one of the faculty members must be either members of the Graduate Faculty. One committee member may be a NSC full-time faculty member who has professional experience/expertise in the area of communication upon which the project is based OR a member of the community with professional experience in the area upon which the project is based. The inclusion of a non-graduate faculty member on the committee must be approved by the student's advisor and the graduate program director.

3. Exceptions to any of the criteria for application approval will be rare; and any such requests should be in written form and attached to the applied professional project application.

Once a student has been approved by the Graduate Program Director to begin the applied professional project process, the next step is enrollment:

1. Students must complete an enrollment request form in order to be allowed to enroll in applied professional project hours.

2. At least 3 applied professional project hours are required although some students take a bit longer. Regardless of the number of hours taken for the project, all projects will be evaluated in conjunction with the same standards for quality; and all students are required to complete 33 hours of approved courses to earn the Master's of Arts in Communication degree.

3. Students may opt to enroll in 1 to 3 hours of applied professional project in a given semester but must be enrolled in at least 1 hour in the semester s/he graduates.

4. Any student who has not completed an applied professional project after three hours of applied professional project enrollment must enroll in one hour of continuing professional credit each semester after the semester where the third hour of applied professional project credit was attempted. They must be printed, completed, signed, and submitted in person to the Graduate Program Director or a Program Assistant. Evidence of this progress must be submitted with a new applied professional project enrollment request form.

While enrolled in applied professional project hours, the student should focus on conducting and writing the project:

1. If the project involves any type of research involving human subjects the student must gain proper approval in accordance with Federal guidelines. This includes any quizzes or surveys that may be administered to project stakeholders in order to generate the reflection component of the project.

2. A project description and timeline should be generated and submitted to all committee members for approval in advance of making agreements with community partners. Once approved, the student will work with the advisor in conjunction with the community partners to complete the project.

3. Advisors and committee members should respond to all writing submissions from students within four weeks. Students should submit quality drafts.

4. Students should inquire with advisors about their preferences and expectations in completing the applied professional project process. Many advisors have a general list of rules and expectations that they will share with students.

5. A traditional written master's level applied professional project is a practical project that is not a part of the student's normal work load, makes a clear connection to communication scholarship, and requires a strong display of expertise and skill on the student's part.

Once the applied project is executed and the reflection written, a presentation and defense is ready to be arranged:

1. The committee will announce its decision to the applied professional project candidate in private and immediately following their deliberation. The committee may demand corrections to the written document as part of their provisions for passing the student, and the advisor will work with the student to make the corrections. The advisor will also announce the results of the defense to the Graduate Program Director so that appropriate paperwork can be filed on the student's behalf.

2. If a student fails the project defense, he or she will immediately set up a meeting with the Graduate Program Director to enter the comprehensive examination process. If the Graduate Program Director and the student both feel that the exams can be approached during the current semester, then the exams will be administered accordingly. If not, then they will be administered during the next available semester.

Communication MA

College : Sciences	**Degree** :MA
Department : Nicholson School of Communication	**Option** : Thesis, Nonthesis
Program Websites : http://communication.cos.ucf.edu/	

PROGRAM DESCRIPTION

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.

Program Tracks
Interpersonal Communication
Mass Communication
Graduate Handbook
Communication MA Handbook
Program Disciplines

This program belongs to the following disciplines:
Communications

PROGRAM DESCRIPTION

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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.

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.

The Communication MA focuses on theoretical and applied communication theory and research in areas such as Health Communication, Strategic Communication, Public Relations, Social Media and Interpersonal Communication. Graduates are prepared for careers in academia and the professional business world.

CURRICULUM

All students must select either the Interpersonal Communication or Mass Communication track. To select or change a track, students should consult the graduate program director at the Nicholson School of Communication.

The MA degree program in 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 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. During their first six hours of study, students are required to complete COM 6008 (Proseminar in Communication) and COM 5312 (Introduction to Communication Research).

Total Credit Hours Required:
33 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses – 9 Credit Hours
All required courses must be completed with a grade of B- or higher.
- COM 5312 Introduction to Communication Research (3 credit hours)
- COM 6008 Proseminar in Communication (3 credit hours)
- COM 6XXX Communication Theory (3 credit hours)

Research Methods Concentration – 3 Credit Hours (Choose one course)
- COM 6303 Qualitative Research Methods in Communication (3 credit hours)
- COM 6304 Quantitative Research Methods in Communication (3 credit hours)

Elective Courses – 18 Credit Hours
In addition to the courses listed below, special topics courses, study abroad 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 5932 Topics in Communication Theory and Research (3 credit hours)
- COM 6025 Health Communication (3 credit hours)
- COM 6045 Interpersonal 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)
- COM 6463 Studies in Intercultural Communication (3 credit hours)
- COM 6466 Persuasion in the Media (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 6815 Risk Communication (3 credit hours)
- COM 6909 Research Report
- 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)
- MMC 6735 Social Media as Mass Communication (3 credit hours)
- PUR 6005 Theories of Public Relations (3 credit hours)
- PUR 6403 Crisis Public Relations (3 credit hours)
- PUR 6215 Communicating Corporate Social Responsibility (3 credit hours)
- PUR 6405 Communication and Public Relations in Politics and Government (3 credit hours)
- SPC 6340 Teaching Communication (3 credit hours)
- SPC 6442 Small Group Communication (3 credit hours)

Thesis Option – 43 Credit Hours

The thesis option requires a minimum of 3 hours of thesis credit and a successful defense of a thesis. Students may enroll in thesis hours after they have successfully completed the three core courses and their thesis committee has been approved by the department, college, and Graduate Studies.

The students' permanent faculty adviser will chair their committee, which also will include two additional graduate faculty members in the Nicholson School of Communication. One additional member, who is also a graduate faculty member, may be added from outside the NSC. All members of the thesis committee are selected in consultation with the student's permanent faculty adviser.

When a topic has been selected, students, in conjunction with their permanent adviser, will develop 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.
- COM 6971 Thesis (minimum of 3 credit hours, can be taken individually)

Nonthesis Options – 3 Credit Hours
Students who decide not to complete a thesis may choose to complete either the comprehensive examination nonthesis option OR an applied professional project nonthesis option.

Nonthesis Option 1: Comprehensive Examination—3 Credit Hours
The nonthesis (comprehensive examination) option is a four-examination requirement that assesses students' coursework competency. Students who choose the comprehensive examination option must take one additional elective course (three credit hours) and successfully complete the comprehensive examinations. Upon completing their 18th hour in the program, students must select a permanent advisor and form a comprehensive exam committee. The examinations will cover quantitative research methods, qualitative research methods, interpersonal communication, communication theory (i.e., the program core), and elective areas selected together by the student with her or his comprehensive examination committee. The examinations will cover research methods, communication theory, and elective areas selected together by the student with her or his comprehensive examination committee. In order to fulfill the comprehensive exam requirement the student must earn a passing grade on all exams. If a student fails to pass any of the comprehensive exam area questions, they are allowed two additional attempts to satisfy the comprehensive exam requirement. 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 are expected to refer to the NSC Graduate Program handbook for the comprehensive examination protocol.

- Elective (3 credit hours)

- Comprehensive examination

Nonthesis Option 2: Applied Professional Project — 3 Credit Hours
The nonthesis applied project option requires students to demonstrate their ability to apply the knowledge and skills learned in the graduate program to a problem/topic related to the area of communication which combines scholarship with extensive experiences in a non-academic workplace that integrates the range of communication theory, practice, and research presented throughout the program. Upon completing their 18th hour in the program, each student must select a permanent advisor and form an applied project committee. The student will work directly with a faculty adviser to develop a project and the adviser will supervise the project. The grading system for the project is Pass/No Pass. Students who receive a grade of Pass will be allowed to graduate assuming all other requirements are met.
- Students who choose this nonthesis option will enroll in COM6909 Research Report (3 credit hours) in the semester the student completes the project.

Equipment Fees

Full-time students in the Communication MA program pay a $16 equipment fee each semester that they are enrolled. Part-time students pay $8 per semester.

Independent Learning

Students who elect the thesis option engage in independent learning through the design and implementation of original research in the thesis process. Students who pursue the comprehensive examination option experience independent learning through their individual preparation for each of ~~six~~ four comprehensive examinations. All students engage in independent learning in every Communication core course. A research paper or project is required in each of these classes. The papers and projects provide independent learning by requiring students to design and carry out research projects and develop analytical papers, some of which are submitted to conferences and/or journals for peer review. Internships and independent studies are also common opportunities for independent learning in the Communication MA program.

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 should adhere to the application requirements outlined below. An application will not be reviewed for admission until it is verified as complete by the UCF College of Graduate Studies.

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.

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 GRE score taken within the last five years.
- Written statement outlining the applicant's academic and professional goals.
- Two letters of recommendation attesting to the applicant's potential for academic success.

The following information is required for those who wish to be considered for funding initiated by the Nicholson School of Communication, but is recommended for all applicants:

- Additional letter of recommendation (total of three)
- Resume or Curriculum Vita

Application Deadlines

Interpersonal Communication	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	Jan 15	Jun 1	Nov 1	-
International Applicants	Jan 15	Jan 15	Jul 1	-
International Transfer Applicants	Jan 15	Mar 1	Sep 1	-

*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.

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

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.

Assistantships

The majority of financial assistance provided by the Nicholson School of Communication graduate program is granted through assistantships. Preference will be given to applicants who complete their application for admission prior to the January 15th priority deadline. It is the applicants' responsibility to ensure they have a complete application on file by the priority deadline. Applicants who have complete applications on file by the priority deadline will be e-mailed a separate application for assistantship. Current Communication MA degree-seeking students will also be given the opportunity to apply for assistantships at that time. Students on assistantship are paid a stipend, receive tuition support, and are eligible for health insurance. For general information regarding assistantships at UCF, refer to the Assistantships (www.students.graduate.ucf.edu/assistantships) section of the Graduate Students website.

The Nicholson School of Communication offers primarily two types of assistantships:

- Graduate Teaching Assistants are assigned to work with faculty members and assist them with their teaching responsibilities. This includes assisting with large lecture classes, grading exams, compiling information for lectures, and working with students, as instructed, to help keep a class operating smoothly.
- Graduate Teaching Associates are graduate students who, after completing eighteen hours of their graduate program of study and the required university and department training, are assigned to teach their own sections of undergraduate courses. Typically, Graduate Teaching Associates teach SPC 1608 (Fundamentals of Oral Communication) or SPC 1603 (Fundamentals of Technical Presentation).

Mass Communication Track Deletion

TRACK DESCRIPTION

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

CURRICULUM

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 34 (thesis) or 33 (nonthesis, comprehensive examination) 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. During their first six hours of coursework, students are required to complete COM 6008 (ProSeminar) and COM 5312 (Introduction to Communication Research).

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

Required Courses—15 Credit Hours

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

- COM 5312 Introduction to Communication Research (3 credit hours)
- COM 6008 Proseminar in Communication (3 credit hours)
- COM 6303 Qualitative Research Methods in Communication (3 credit hours)
- COM 6304 Quantitative Research Methods in Communication (3 credit hours)
- MMC 6402 Mass Communication Theory (3 credit hours)

Elective Courses—15 Credit Hours

In addition to the courses listed below, special topics courses, study abroad 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 5932 Topics in Communication Theory and Research (3 credit hours)
- COM 6466 Persuasion in the Media (3 credit hours)
- COM 6815 Risk Communication (3 credit hours)

Mass Communication Track Deletion

- 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)
- 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)
- 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)
- MMC 6735 Social Media as Mass Communication (3 credit hours)
- PUR 6005 Theories of Public Relations (3 credit hours)
- PUR 6403 Crisis Public Relations (3 credit hours)
- PUR 6215 Communicating Corporate Social Responsibility (3 credit hours)
- PUR 6405 Communication and Public Relations in Politics and Government (3 credit hours)
- SPC 6340 Teaching Communication (3 credit hours)
- SPC 6442 Small Group Communication (3 credit hours)

Thesis Option—Credit Hours

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

Nonthesis Option—3 Credit Hours

Mass Communication Track Deletion

The nonthesis (comprehensive examination) option is a four-examination requirement that assesses students' coursework competency. Students who choose the comprehensive examination option must take one additional elective course (three credit hours) and successfully complete the comprehensive examinations. The examinations will cover quantitative research methods, qualitative research methods, mass communication theory (i.e., the program core), and elective areas selected together by the student with her or his comprehensive examination committee. In order to fulfill the comprehensive exam requirement the student must earn a passing grade on all exams. Students are allowed three attempts to satisfy the comprehensive exam requirement. Once an exam in an area is passed, the student does not have to sit for that exam area again. Students are expected to refer to the NSC Graduate Program handbook for the comprehensive examination protocol.

- Elective (3 credit hours)

- Comprehensive examinations

TRACK DESCRIPTION

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

Show Program Description⌄

CURRICULUM

The MA degree program in Interpersonal 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 34 (thesis) or 33 (nonthesis, comprehensive examinations) 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. During their first six hours of study, students are required to complete COM 6008 (Proseminar in Communication) and COM 5312 (Introduction to Communication Research).

Total Credit Hours Required:
33 34 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—18 Credit Hours

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

- COM 5312 Introduction to Communication Research (3 credit hours)

- COM 6008 Proseminar in Communication (3 credit hours)

- COM 6046 Interpersonal Communication (3 credit hours)

- COM 6303 Qualitative Research Methods in Communication (3 credit hours)

- COM 6304 Quantitative Research Methods in Communication (3 credit hours)

- SPC 6219 Modern Communication Theory (3 credit hours)

Elective Courses—12 Credit Hours

In addition to the courses listed below, special topics courses, study abroad 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 5932 Topics in Communication Theory and Research (3 credit hours)

- COM 6466 Persuasion in the Media (3 credit hours)

- COM 6815 Risk Communication (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)

- 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)

- 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)

- MMC 6735 Social Media as Mass Communication (3 credit hours)

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

- PUR 6403 Crisis Public Relations (3 credit hours)

- PUR 6215 Communicating Corporate Social Responsibility (3 credit hours)

- PUR 6405 Communication and Public Relations in Politics and Government (3 credit hours)

- SPC 6340 Teaching Communication (3 credit hours)

- 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 and the UCF College of Graduate Studies website.

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

Nonthesis Option—3 Credit Hours

The nonthesis (comprehensive examination) option is a four-examination requirement that assesses students' coursework competency. Students who choose the comprehensive examination option must take one additional elective course (three credit hours) and successfully complete the comprehensive examinations. The examinations will cover quantitative research methods, qualitative research methods, interpersonal communication, communication theory (i.e., the program core), and elective areas selected together by the student with her or his comprehensive examination committee. In order to fulfill the comprehensive exam requirement the student must earn a passing grade on all 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 are expected to refer to the NSC Graduate Program handbook for the comprehensive examination protocol.

- Elective (3 credit hours)

- Comprehensive examination

University of
Central Florida

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☑ A list of faculty who will participate in the program, track or certificate and their credentials.

☑ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

College/Unit(s) Submitting Proposal: Sciences

Proposed Effective Term/Year: Fall 2018

Unit(s) Housing Program: Nicholson School of Communication

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

Please check all that apply: This action affects a: ☐ Program   ☐ Track   ☑ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

We propose to insert COM5312 Introduction to Research Methods into the electives list and delete COM6303 Qualitative Methods in Communication and COM6304 Quantitative Methods of Communication. We have changed our research methods sequence to include an introductory course. We believe the introductory course is more appropriate than the more advanced courses which the students can take if they enter our M.A. program.

Briefly list curriculum 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.**

Insert COM5312 into the list of certificate electives
Delete COM6303 and COM6304 from the list of certificate electives

VP20 Rev. 08/09/2016 09:01 AM

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

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

If yes, how will current students be impacted by this change?

They will not be impacted.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support – assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signature Page

Recommend Approval (all approval levels must be signed)

Graduate Faculty (Print) Harry Weger, Jr.   **(Signature)** _[signature]_   Date 11/15/17
Program Coordinator

Department Chair (Print) Robert Littlefield   **(Signature)** _Robert S. Littlefield_ Date 11/15/17
/Director

College Academic (Print) Jana Jasinski   **(Signature)** _Jana L. Jasinski_   Date 12/4/17
Standards

College Dean (Print) Michael Johnson   **(Signature)** _[signature]_ Date
Digitally signed by Michael D. Johnson
DN: cn=Michael D. Johnson,
o=University of Central Florida,
ou=College of Sciences,
email=Michael.Johnson@ucf.edu, c=US
Date: 2017.12.15 09:30:17 -05'00'

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

Vice President for Research and Dean of the College of Graduate Studies

(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 Knowledge Management; Academic Services; College of Graduate Studies

College : Sciences	Degree : CRT
Department : Nicholson School of Communication	Option : N/A
Program Websites : http://communication.cos.ucf.edu/	

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.

Hide Program Description⋀

CURRICULUM

The program is composed of three 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. Students must enroll in COM 6008 in the first semester.

Total Credit Hours Required:
18 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—9 Credit Hours

- COM 6008 Proseminar in Communication (3 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 5312 Introduction to Research Methods (3 credit hours)
- COM 5932 Topics in Communication (3 credit hours)
- COM 6025 Health Communication (3 credit hours)
- COM 6047 Interpersonal Support in the Workplace (3 credit hours)
- COM 6121 Communication Management (3 credit hours)
- COM 6145 Organizational Communication (3 credit hours)
- ~~COM 6303 Qualitative Research Methods in Communication (3 credit hours)~~
- ~~COM 6304 Quantitative Research Methods in 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 6815 Risk Communication (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 6402 Mass Communication Theory (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 6735 Social Media as Mass Communication (3 credit hours)
- PUR 6215 Communicating Corporate Social Responsibility (3 credit hours)
- PUR 6405 Communication and Public Relations in Politics and Government (3 credit hours)

APPLICATION REQUIREMENTS

Admission is open to those with a bachelor's degree from a regionally accredited institution. An application to the graduate certificate program and official transcripts must be submitted. Applicants must apply online. All requested materials must be submitted by the established deadline.

The Corporate Communication Certificate Program does not admit students in the summer semester. Admission to and successful completion of the Corporate Communication Certificate Program does not guarantee admission to the Communication MA program as additional requirements exist for the master's program.

Application Deadlines

Corporate Communication Graduate Certificate	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	-	Jun 1	Dec 1	-
The Fall 2016 application deadline has been extended to July 1.				
International Applicants	-	-	-	-
International Transfer Applicants	-	-	-	-
*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.				

College of Graduate Studies

Graduate Program Recommendation Form - REVISIONS ONLY

This form is to be used to **REVISE** degree programs, tracks, or certificate programs. If there are changes to a program and the changes will also affect the program tracks, one form may be used for both the program and the track(s).

Please refer to the Graduate Council Curriculum Meeting Schedule for submission deadlines.

Checklist of items to be attached with completed form:

☑ Complete and current Graduate Catalog copy (www.graduatecatalog.ucf.edu), including description, curriculum, contact information, application requirements, and application deadlines. **Use Track Changes in Word to show revisions.**

☐ A list of faculty who will participate in the program, track or certificate and their credentials.

☐ All course action requests that will be needed to implement the curriculum changes.

☐ If applicable, a written agreement from all involved units that they are in support of the revisions.

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

Proposed Effective Term/Year: Fall 2018

Unit(s) Housing Program: Department of Political Science

Name of program, track and/or certificate: Graduate Certificate in Intelligence and National Security

Please check all that apply. This action affects a: ☐ Program ☐ Track ☑ Certificate

If the revision applies to multiple tracks, please list them here:

Brief description of **program and rationale** of the revision: **Do not add complete catalog copy here.**

The Graduate Certificate in Intelligence and National Security provides an interdisciplinary graduate education for people engaged in or seeking professional careers in intelligence.
The revision adds options for the required courses that allow students who have completed higher level quantitative methods courses to apply those courses to the certificate.
The added restricted elective courses are either courses that were created after the certificate program was initiated, or were are courses that have been recognized as clearly relevant to the program since it was initiated.

Briefly list curriculum 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.**

• Addition of POS 7745 Advanced Quantitative Methods of Political Research (3) and CCJ 7708 Advanced Quantitative Methods for Criminal Justice Research (3 credit hours) to list of possible required course options.

• Addition of 6 courses (POS 6686, CPO 6729, INR 6062, INR 6065, INR 6339, and IRN 6356) to list of possible restricted electives.

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: _____

A proposed 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.

If you are ONLY making a name change, skip the "Impact on Current Students" section.

Impact on Current Students

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 attach a list of students if possible:

_____

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

If yes, how will current students be impacted by this change?

Current students will have more options to facilitate completing the certificate.

If there are substantial revisions, please complete the following table on financial support: (Specify all forms of support assistantships, fellowships, and tuition remission.)

	Number of assistantship students	Source of funds	Number of fellowship students (specify fellowship)	Number of tuition remissions	Source of funds
Year 1					
Year 2					
Year 3					

Signatures

Recommend Approval *(all approval levels must be signed)*

Graduate Faculty Program Coordinator:

Print: Thomas M. Dolan

Signature: *[signature: Thomas M. Dolan]*
Digitally signed by tdolan
DN: dc=edu, dc=ucf, dc=net, ou=People,
cn=tdolan, email=Thomas.Dolan@ucf.edu
Date: 2017.10.16 15:31:37 -04'00'

Date: 16 Oct 2017

Department Chair / Director:

Print: Kerstin Hamann

Signature: khamann
Digitally signed by khamann
DN: dc=edu, dc=ucf, dc=net, ou=People,
cn=khamann, email=Kerstin.Hamann@ucf.edu
Date: 2017.10.17 16:46:09 -04'00'

Date: 10/17/17

College Academic Standards:

Print: Jana L. Jasinski

Signature: *[signature: Jana L. Jasinski]*

Date: 12/7/17

College Dean:

Print: Michael Johnson

Signature: *[signature: Michael D. Johnson]*
Digitally signed by Michael D. Johnson
DN: cn=Michael D. Johnson, o=University
of Central Florida, ou=College of Sciences,
email=Michael.Johnson@ucf.edu, c=US
Date: 2017.12.15 09:30:56 -05'00'

Date:

Graduate Council:

Print:

Signature:

Date:

Vice President for Research and Dean of the College of Graduate Studies:

Print:

Signature:

Date:

Approval

Provost and Executive Vice President:

Print:

Signature:

Date:

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

Department(s); College; Registrar; Associate Registrar; Institutional Knowledge Management; Academic Services; College of Graduate Studies

Memorandum

To: University Policy & Curriculum Committee
From: Tom Dolan, Graduate Program Coordinator, Political Science
Date: 11 October 2017
Re: Minor, additions of additional course options for Graduate Certificate in Intelligence and National Security

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Name of Program: Graduate Certificate in Intelligence and National Security

1. **Proposed Implementation (catalog year): 2018-2019**

2. **Short, overall rationale for the change(s):**

This change creates more options for students to complete the certificate. Also, it allows students who have taken more advanced methods courses to apply them in place of the lower-level methods courses currently identified in the curriculum.

3. **Itemized description of each change:**

Addition of POS 7745 Advanced Quantitative Methods of Political Research (3) and CCJ 7708 Advanced Quantitative Methods for Criminal Justice Research (3 credit hours) to list of possible required course options.

Addition of 6 courses (POS 6686, CPO 6729, INR 6062, INR 6065, INR 6339, and IRN 6356) to list of possible restricted electives.

Attachments:
Catalog copy with tracked changes

PROGRAM DESCRIPTION

The Graduate Certificate in Intelligence and National Security provides an interdisciplinary graduate education for people engaged in or seeking professional careers in intelligence policy with a focus on analysis of security threats or crises, both domestic and international, through use of human, electronic and public domain intelligence sources.

Show Program Description⌄

CURRICULUM

The certificate in Intelligence and National Security consists of 18 credit hours at the graduate level, including two required core courses and four electives.

Total Credit Hours Required:
18 Credit Hours Minimum beyond the Bachelor's Degree

Required Courses—6 Credit Hours

All students must take the following courses.

Take **one** of these five~~three~~ courses:

- POS 6736 Conduct of Political Inquiry (3 credit hours)
- POS 6746 Quantitative Methods in Political Research (3 credit hours)
- POS 7745 Advanced Quantitative Methods of Political Research (3)
- CCJ 6704 Research Methods in Criminal Justice (3 credit hours)
- CCJ 7708 Advanced Quantitative Methods for Criminal Justice Research (3 credit hours)

Take **one** of these two courses:

- INR 6365 Seminar on Intelligence (3 credit hours)
- INR 6366 The Intelligence Community (3 credit hours)

Restricted Elective Courses—12 Credit Hours

All students take **four** of the following courses. Students can substitute up to two geographic area courses as part of their four-course elective area with approval of the certificate program director.

- POS 6686 National Security Law
- POS 6743 Geographic Tools for Political Science Research (3 credit hours)
- INR 6726 Political Behavior in International Conflict (3 credit hours)
- CPO 6058 Revolution and Political Violence (3 credit hours)
- CPO 6729 Global Security in the Age of Migration
- INR 6062 Peace Studies
- INR 6065 Seminar on War
- INR 6068 Politics of Civil Wars (3 credit hours)
- INR 6108 Seminar in American Foreign Policy (3 credit hours)
- INR 6136 Seminar in American Security Policy (3 credit hours)
- INR 6137 Terrorism and Politics (3 credit hours)
- INR 6339 Strategic Warning Analysis
- INR 6356 Environmental Security
- CCJ 6027 Criminal Justice Responses to Terrorism (3 credit hours)
- CCJ 6067 Perspectives on Genocide (3 credit hours)
- CCJ 6074 Investigative and Intelligence Analysis: Theory and Methods (3 credit hours)

- CJE 6688 Cyber Crime and Criminal Justice (3 credit hours)
- INR 6365 Seminar on Intelligence (3 credit hours) or INR 6366The Intelligence Community (3 credit hours)
- INR 6346 Politics of International Terrorism (3 credit hours)

APPLICATION REQUIREMENTS

Admission to a degree seeking graduate program at UCF is required for application. Other interested applicants with a bachelor's degree from a regionally accredited institution must contact the Certificate Advisor for an application inquiry. An application to the graduate certificate program and official transcripts must be submitted. Applicants must apply online. Students must submit all requested material by the deadline; materials received after the deadline may not be considered. Admission to this certificate program is competitive; applicants are not guaranteed admission.

All applicants to this certificate program will be required to submit:

- A current professional resume
- An academic goal statement
- A transcript

These documents, with the exception of the transcript, must be attached to the application. The academic goal statement will be used as a sample of the applicant's writing ability. While there is no set word limit, the statement should address the applicant's interest in pursuing the certificate program and fully discuss any experience that he or she has had in the field.

Application Deadlines

Intelligence and National Security Graduate Certificate	*Fall Priority	Fall	Spring	Summer
Domestic Applicants	-	Jul 15	Dec 1	Apr 15
International Applicants	-	-	-	-
International Transfer Applicants	-	-	-	-
*Applicants who plan to enroll full time in a degree program and who wish to be considered for university fellowships or assistantships should apply by the Fall Priority date.				

Contact INFO

Graduate Program
Roger Handberg
Professor
roger.handberg@ucf.edu
Telephone: 407-823-2608
PH 308 [Map]

Graduate Admissions
Kara McCuller
gradadmissions@ucf.edu
Telephone: 407-823-2766
Millican Hall 230 [Map]
Online Application
Graduate Admissions
Mailing Address
UCF College of Graduate Studies
Millican Hall 230
PO Box 160112
Orlando, FL 32816-0112
Institution Codes
GRE: 5233
GMAT: RZT-HT-58
TOEFL: 5233
ETS PPI: 5233

Graduate 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.

What is the rationale for the split-level class?

> Course is essential to the performing artist developing best practices. Due to the efficient use of personnel, (there is only one movement specialist on faculty) this course will need to be offered together with the 4000-level course. Adding this split-level course to Christopher Niess' schedule will bring it to a 3/4 load. Making this class will prevent the department from hiring an adjunct to teach a graduate class. Both undergraduate and graduate students will benefit from working together in the class and on projects, and there is potential to broadening its scope to all the performing arts.

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 <u>identification</u> of a concept where the graduate objective may require <u>application</u>;

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 and Content		
Course Element	**4000 Course**	**5000 Course**
Course Content	See Attached	See Attached
Course Objectives	See Attached	See Attached
Course Requirements	See Attached	See Attached

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 and % of grade**	**5000 Course Assessment and % of grade**
Participation	50% This course is experiential and activity-based. Regular attendance, punctuality, and participation in all class activities is a significant part of the grade.	25% This course is experiential and activity-based. Regular attendance, punctuality, and participation in all class activities is a significant part of the grade.
Journal	5% You will keep a performer's journal during the semester – chronicling your ideas and development regarding breath support and alignment, body mapping, and other principles related to health in the performance process.	10% You will keep a performer's journal during the semester – chronicling your ideas and development regarding breath support and alignment, body mapping, and other principles related to health in the performance process.
Body Mapping	10% You will complete a "Body Map", according to Alexander Theory - a beginning drawing that expresses your understanding of the mechanics of effective, functioning alignment and movement.	10% You will complete a "Body Map", according to Alexander Theory - a beginning drawing that expresses your understanding of the mechanics of effective, functioning alignment and movement.
Reflection/Process Presentation	20% Reflection project on developing physical practice presented orally to the class (based on observations chronicled in the journal, and demonstrating healthy alignment and ease of presentation)	20% Reflection project on developing physical practice presented orally to the class (based on observations chronicled in the journal, and demonstrating healthy alignment and ease of presentation)
Final Examination	15% Based on terminology used throughout the class.	20% An essay based examination, stressing analysis and synthesis of movement theory discussed and applied in class.
Research Presentation	No Research Presentation.	15% Research Project on a movement principle or theory, with a goal of more healthy practice or increased performance.

For more information, contact Dr. John Weishampel, Associate Dean, in the College of Graduate Studies.

THE 4XXX/5XXX

Course Element:	4000 Course:	5000 Course:
Course Content	This course will focus on performing artists' health and related topics. Topics include: basic musculoskeletal anatomy and physiology, breathing coordination, Body Mapping, The Alexander Technique, care of the voice, injury cause and prevention, and effective practice and performance.	In addition to the 4000-level course content, the 5000-level course will focus on Research into contemporary techniques and theories concerned with the health and maintenance of the performing artist, and the creation of an appropriate and improved strategy for practice and performance routine based on personal practice.
Course Objectives	• Develop an understanding of the body's anatomy and physiology as it relates to the movement patterns of live performance • Acquire knowledge and understanding of physical and psychological health issues for performing artists • Develop strategies for injury prevention in one's own performance, including hearing protection, care of the voice and body maintenance • Begin to develop new habits, warmup routines and activities for maximizing performance potential and minimizing performance anxiety	• Develop an understanding of the body's anatomy and physiology and skills relating to effective movement patterns in live performance • Acquire knowledge and understanding of physical and psychological health issues for performing artists, and develop practices to minimize their occurrence • Develop strategies for injury prevention in one's own performance, including hearing protection, care of the voice and body maintenance • Develop and articulate strategies and activities for maximizing performance potential and minimizing performance anxiety
Course Requirements	• **Participation.** This course is experiential and activity-based. Regular attendance, punctuality, and participation in all class activities is a significant part of the grade. • **Journal.** You will keep a performer's journal during the semester – chronicling your ideas and development regarding breath support and alignment, body mapping, and other principles related to health in the performance process. • **Body Mapping.** You will complete a "Body Map", according to Alexander Theory • **Reflection/Process Presentation** (to the class). • **Final Examination.**	In addition to the 4000-level requirements, the 5000-level section will have a research project relating to a current movement practice/theory relating to enhancing performance and/or minimizing injury and health issues, and presenting to the class. In addition, the 5000-level students will be assessed with less emphasis/weight on participation, and more on the results of the journal assignment, body-mapping, and reflection/process presentation. Additionally, the 5000-level written exam will be focused more on the analysis and synthesis of movement principles in addition to terms and vocabulary.

MUS 4674/THE 4XXX

Assignments Distribution Weight

Graded Assignments	Description	Potential Points Toward Course Grade
Attendance/Participation	Attendance and participation in class discussions and activities	250
Journal Review	Written responses on assigned topics shared on the Webcourses site	25
Body Mapping		50
Reflection/Research Project	Reflection project on developing physical practice presented orally to the class (based on observations chronicled in the journal, and demonstrating healthy alignment and ease of presentation)	100
Written Examination	Based on terminology used throughout the class.	75

MUS 5677/THE 5XXX

Assignments Distribution Weight

Graded Assignments	Description	Potential Points Toward Course Grade
Attendance/Participation	Attendance and participation in class discussions and activities	250
Journal Review	Written responses on assigned topics shared on the Webcourses site	100
Body Mapping		100
Reflection/Process Presentation	Reflection project on developing physical practice presented orally to the class (based on observations chronicled in the journal, and demonstrating healthy alignment and ease of presentation)	200
Research Presentation	Research Project on a movement principle or theory, with a goal of more healthy practice or increased performance.	150
Written Examination	Based on terminology used throughout the class.	200

Justification for Instruction of:

MUS 5674 Health & Wellness for the Musician (Performing Artist) – graduate
MUS 4674 Health & Wellness for the Musician (Performing Artist) – undergraduate

Course Objectives

- Develop skills and basic understanding of the body's anatomy and physiology as it relates to the movement patterns of live performance
- Acquire knowledge and understanding of physical and psychological health issues for performing artists
- Develop strategies for injury prevention in one's own performance, including hearing protection, care of the voice and body maintenance
- Develop strategies and activities for maximizing performance potential and minimizing performance anxiety

This course is currently grounded in the Alexander movement technique, widely acknowledged as a solid technique to encourage long-term healthy training and practice habits.

Christopher Niess – Associate Professor, Theatre began studies in stage movement (physical movement for the performer) under the tutelage of Dr. Richard Nichols in the Department of Theatre at the University of Nebraska-Lincoln in 1978, which included work in the Alexander Technique and the Feldenkrais Method of Awareness through Movement. Both of these techniques encourage a healthy and balanced use of the physical body of the artist in live performance through awareness that leads to a release of tension and unhealthy habitual patterned movement.

Since this time, Niess has worked as a artistic director, director, choreographer, actor, singer, dancer and performance artist in a variety of performance genre. His work of stage movement for the performing artist has also included study of classical Vaganova Ballet Technique, the stage work of Jacques Lecoq, Viewpoints, Suzuki Technique, Bartenieff Fundamentals and Laban Effort/Shape analysis as well as various theatre maskwork, yoga and training techniques.

This work culminated in earning a Master of Fine Arts in Theatre with an Acting emphasis from Kent State University, where his thesis was "Essence to Action, An Actor's Developmental Journey into Process". He further studied, post-graduate, in the summer certificate program at the Royal National Studio Theatre (London) with physical theatre artists Sue Laurie, Frankie Armstrong, Toby Jones, and Wolf Christian.

Beyond his post at UCF, Niess has continued work exploring physical technique and training for the performing artist at the International Performing Arts Institute in Germany (summer opera and musical theatre intensive program) in Kiefersfelden, Germany. He has also presented stage movement workshops at conferences in Portugal, Germany, Canada and across the U.S. – for the International Federation for Theatre Research, the Association for Theatre in Higher Education, the Association of Theatre Movement Educators, Southeastern Theatre Conference and others.

Mr. Niess' cumulative work with actors, musicians, dancers and performance artists, particularly in the areas of healthy training and released, tension-free movement focused towards expressive movement provide an excellent background to teach the MUS 5674/MUS 4674 Health & Wellness for the Musician (Performing Artist) class for the Department of Music at the University of Central Florida.

UCF Department Website: http://theatre.cah.ucf.edu/staff.php?id=353
Professional Website: http://christopherniess.wixsite.com/niess/education-teaching--service

College of Graduate Studies
UCF

Graduate Course Action Request Form

■ Course Addition ☐ Course Revision ☐ Course Deletion

Forward to your college office.

Course additions and course revisions must be accompanied by a course syllabus and rationale. Departments must also submit an electronic syllabus to the college curriculum person.

Course Information

College: Arts and Humanities

Department: Theatre

Department Chair: Michael Wainstein

Phone: 407-823-2519

Approved Graduate Faculty/Scholars: Christopher Niess

	Course Prefix	Number	Title	Credit Hours Ex.: 3(3,0)
Current or New Course	THE	5XXX	Health & Wellness Performing Artist	3(3,0)
Proposed Course Revision				

30 Character Abbreviation: Health & Wellness Performing Artist

Course Description: (25 word limit)

> This course will focus on performing artists' health and related topics.

New or revised Materials and Supply Fees? ☐ Yes ■ No   If yes, also complete the Materials and Supply Fee Request Form.

Repeat for credit? ☐ Yes ■ No   If yes, indicate the total times this course may be used in the degree program. _____

Repeat within same semester? ☐ Yes ■ No

NOTE: For a repeatable course, indicate in the syllabus what will remain the same and what will change when the course is repeated. Also indicate who approves content before a course is repeated.

Prerequisite(s) and/or Corequisite(s): Admission to Theatre graduate programs or C.I.

Graded S/U? ☐ Yes ■ No

Split-Level Class: ■ Yes ☐ No

If offering a split-level class, complete this section even if it had been approved earlier for individual delivery.

List undergraduate split-level course: THE 4XXX Health & Wellness Performing Artist

NOTE: Both the graduate and the undergraduate split-level syllabi must be approved through the established university process for approving courses so that there are two separate and complete syllabi for each course. The graduate syllabus should clearly demonstrate more advanced subject matter, expectations, and rigor. Attach both undergraduate and graduate syllabi to this form.

Term of Offering
When will the course be offered?

☐ Odd Fall ■ Odd Spring ☐ Odd Summer ☐ Every Semester
☐ Even Fall ■ Even Spring ☐ Even Summer ☐ Occasional

Intended Utilization of Course
The course will be used primarily as:

☐ Required Course ■ Elective Course

Justification for Course Addition or Course Revision

What is the rationale for adding or revising this course?

By expanding the content of the course to include health and wellness issues for theatre performers it will open of the class for all students in the School of Performing Arts.

What majors require or recommend this course for graduation? Theatre MA, Theatre MFA

If not a major requirement, what will be the source of students? _____

What is the estimated annual enrollment? 8-10

Possible duplications and conflicts with other departments or colleges should be discussed with appropriate parties. Please detail discussion you have had.

N/A

Justification for Course Deletion

Is this course a required course for graduation in a major or prerequisite? ☐ Yes ☐ No

If yes, have the involved major departments been informed, in writing, of proposed deletion? ☐ Yes ☐ No

If not, explain:

Notes:

Approval Signatures

Department Chair: _____ Date _____

College Academic Standards: _____ Date _____

College Dean: _____ Date _____

Graduate Council: _____ Date _____

Vice President for Research and Dean of the College of Graduate Studies:

_____ Date _____

U(F

UNDERGRADUATE COURSE ACTION REQUEST FORM
(Departments: Forward form to your college dean's office)

⦿ New Course   ◯ Course Revision   ◯ Course Deletion

College _CAH_   Dept. _Theatre_   Course Contact Person _Kristina Tollefson_   Phone _407-823-4999_

Academic Affairs approved Instructor _Christopher Niess_   Contact's email _Kristina.Tollefson@ucf.edu_

	Prefix e.g. BSC	# e.g. 1020C	Course Title	Credit e.g. 4(3,2)
New Course: List new course's data	THE	4XXX	Health and Wellness for the Perfor	3(3,0)
Revision: List Prefix, #, and changed items			Only enter title if changed	Only if changed
Deletion: List Prefix & #			Title not needed	

Important: New courses and course revisions must be accompanied by an electronic course syllabus (Word or RTF file)

For new courses, title revisions, or changed abbreviation:

30 Character Abbreviation _Health & Wellness Performing Artist_

For new courses or revised prerequisites: Note: All upper division courses must have prerequisites.
Prerequisites &/or Co-requisites (CR:):

Theatre major, THE 2020 and TPP 2110C

For new courses or revised descriptions: Note: 25 word limit.
Course Description:
        This course will focus on performing artists' health and related topics.

For new courses, or courses being revised: (If Course Revision, leave blank when there is no change):

Will new/revised course be offered in the next 3 terms? **Yes** ⦿ **No** ◯ Term _Sp 19_ (so that a special topics version will be made available)

New or revised Materials & Supply Fees? **Yes** ◯ **No** ⦿ (If yes, also complete the Materials and Supply Fee Request form)

Is course to be repeatable for credit? **Yes** ◯ **No** ⦿ (Syllabus must explain how the content changes when repeated.)
        If repeatable, specify # of times accepted in major: Unlimited ☐ or a maximum of ___; Only if content is different ☐
        (If content must be different to be accepted, the department must monitor students' audits to ensure compliance.)

Course to be graded S/U? **Yes** ◯ **No** ⦿ Graded NC? **Yes** ◯ **No** ⦿

Source of students: Who will take the course? _Theatre majors and minors_   Estimated annual enrollment? _25_

Discussion: Possible content overlap with other departments or colleges must be discussed with appropriate parties. Provide evidence of discussions you have had.

Rationale: How does the addition or revision of this course contribute to the university's curriculum?

By expanding the content of the course to include health and wellness issues for theatre performers it will open of the class for all students in the School of Performing Arts.

Term of offering on Main campus: (Mark all terms that apply, or mark Occasional). Students will expect this to be offered when indicated.

☐ Odd Fall   ☒ Odd Spring   ☐ Odd Summer

☐ Even Fall   ☒ Even Spring   ☐ Even Summer   ☐ Occasional

For Course Deletions:
Rationale: Why delete this course?

Impact: If this course is required in any UCF major or is a prerequisite for any UCF course, attach evidence of discussions you have had.

Recommending Authority	Approved	Denied	Signature	Date
Department Chair				
College Academic Standards				
College Dean				
UCRC			Recommendation entered in the 4D CatalogDB	
Vice Provost and Dean of Undergraduate Studies			Approvals entered in the 4D CatalogDB	

Undergraduate Studies; Revised 1/6/11

THE 4XXX Health & Wellness for the Performing Artist

Spring Semester 2018: TR 4:30-5:45   M 0150
Prerequisites: instructor permission
PROFESSOR: Christopher Niess   **OFFICE:** T234   **OFFICE PHONE:** 407 823-0874
OFFICE HOURS: * by appointment (24 hours notice) – go to Doodle account*
(https://doodle.com/poll/ 54t9u27zcwdcks6p)

Course Description

This course will focus on performing artists' health and related topics. Topics include: basic musculoskeletal anatomy and physiology, breathing coordination, Body Mapping, The Alexander Technique, care of the voice, injury cause and prevention, and effective practice and performance.

Course Objectives

- Develop an understanding of the body's anatomy and physiology as it relates to the movement patterns of live performance
- Acquire knowledge and understanding of physical and psychological health issues for performing artists
- Develop strategies for injury prevention in one's own performance, including hearing protection, care of the voice and body maintenance
- Begin to develop new habits, warmup routines and activities for maximizing performance potential and minimizing performance anxiety

Required Text & Materials

CREATIVITY AND THE PERFORMING ARTIST. Paula Thomson and S. Victoria Jaque. Academic Press/Elsevier. You will also have numerous reading assignments that will be available on webcourses@UCF.

Course Requirements

Class Protocols

- You must have access to the internet and an active Knightsmail
  Knightsmail is the sole email address server used to communicate with students in this class.
- Movement activities will be an important part of this class. On most days we will do such activities as walking, getting in and out of a chair, floor activities, etc. You may wish to bring a yoga or pilates mat or beach towel for the floor work. You should wear comfortable, loose-fitting clothes that do not restrict your movement.
- The movement activities are an important part of getting the maximum benefit from the class. The movement activities are designed and organized for your benefit, most people enjoy them greatly and feel better for having done them. Therefore if you have a physical condition that prevents some physical activity please consult with the instructor to plan alternative physical activity that will not injure or impede you..
- Reading and listening assignments are posted well in advance. Please do these assignments before that topic is discussed in class so that you may participate knowledgeably.
- Turn off all cell phones and other electronic communication devices during class. You may use your laptop in class only for taking class notes. Using a laptop in class for other purposes (surfing internet, Facebook, poker, texting, email, etc.) is unauthorized and will result in the loss of laptop privileges in class.

Webcourses@UCF

This syllabus and numerous resources and supplementary materials are housed under the MUS 5674/MUS 4674 number at Webcourses@UCF, accessible to you through your **Online Course Tools** tab on your **MyUCF** page. You will be able to review recent assignments and your current course grade, and I will use Webcourses@UCF to post announcements and supplemental materials. Discussion group assignments will be completed through Webcourses@UCF and your program notes assignments will be submitted this way as well. Webcourses is best accessed by Firefox on Mac or Internet Explorer on PC.

Communication

The most reliable way to contact me is through email (Christopher.Niess@ucf.edu). You can generally expect a brief response within twenty-four hours during the week, a little longer on weekends. Complex or extended topics are best discussed either in a personal meeting or on the telephone. Please review the following email policies:

- Include "Subject" headings: use something that is descriptive and refer to a particular assignment or topic. I do not respond to email that has a blank or misleading subject heading.
- I read all email personally, so in your salutation address me by name. You may address me as Christopher, or Professor Niess. I do not respond to email that fails to address me in the salutation or addresses me as "Yo Teach," "Hey Prof," or whatever other hip greeting that students use among themselves.
- Sign your e-mail messages with your first and last name. I do not respond to "anonymous" e-mail.

Evaluation and Grading

Your course grade will be based on the following assignments:

- **Participation**. This course is experiential and activity-based. Regular attendance, punctuality, and participation in all class activities is a significant part of the grade. You will potentially receive 250 points (approximately 10 points per class period) – calculated using a percentage of your attendance by the Webcourses application. Tardiness and early departure from class may result in a 50% reduction for that day. Participation will be assessed based upon "Two-minute-Topicals. As well as participation in any exercise/discussions for that day."
- **Journal**. You will keep a performer's journal during the semester – chronicling your ideas and development regarding breath support and alignment, body mapping, and other principles related to health in the performance process. You will be given prompts through webcourses@ucf on a variety of topics to help guide your journaling, but it will be your responsibility to maintain an adequate 'conversation' centered on your developing work habits. Journals will be reviewed early in the semester for 25 points.
- **Body Mapping**. You will complete a "Body Map", according to Alexander Theory, which is worth up to 50 points.
- **Reflection/Process Presentation**.
- **Final Examination**.

Consult webcourses@ucf for schedule and details on the course assignments.

Assignments Distribution Weight

Graded Assignments	Description	Potential Points Toward Course Grade
Attendance/Participation	Attendance and participation in class discussions and activities	250
Journal Review	Written responses on assigned topics shared on the Webcourses site	25
Body Mapping		50
Reflection/Research Project	Reflection project on developing physical practice presented orally to the class (based on observations chronicled in the journal, and demonstrating healthy alignment and ease of presentation)	100
Written Examination	Based on terminology used throughout the class.	75

Grade Point Distribution

%	Letter Grade	Points	%	Letter Grade	Points	%	Letter Grade	Points
			94%	A	470	90%	A-	450–469
88%	B+	440–449	84%	B	420–439	80%	B-	400–419
78%	C+	390–399	74%	C	370–389	70%	C-	350-369
68%	D+	340-349	64%	D	320–339	60%	D-	300-319
>60%	F	300<						

Attendance Policy
90% of success in life is just showing up—Woody Allen

On-time attendance at all class meetings is expected. Research has repeatedly demonstrated that students who attend class regularly do better in the course than students who frequently miss class. Class will begin promptly at 4:30 and end promptly at 5:45. Part of your grade will be calculated from class participation. Please note the following policies related to attendance:

1. I reserve the right to take attendance on any class day and use that as part of you class participation grade. If you are not in class at the beginning of class when attendance is taken then you will be counted as absent that day.
2. If you know that you will need to be absent on a given day or must leave class early please notify me in advance.
3. **Important:**I must receive Program Verification forms for off-campus activities (concerts, school visitations, field trips, etc.) a minimum of two (2) weeks before the activity that will cause you to miss class. It is your responsibility to submit these forms to me and to take the initiative in rescheduling or making up any class work missed due to these activities.

Federal Financial Aid Compliance Information
All faculty members are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the following academic activity by the end of the first week of classes, or as soon as possible after adding the course, but no later than January 13. Failure to do so will result in a delay in the disbursement of your financial aid.

Academic Activity Assignment: Attend class before January 15, 2016.

Missed Assignments/Make-Ups/Extra Credit

Make-up Exams Policy
- Make-up examinations will be administered strictly according to university policy governing authorized events and activities. All other make-up examinations are at the sole discretion of the instructor and will be given only rarely and only in extraordinary circumstances.
- Consult the course calendar carefully to ensure that you do not have irreconcilable conflicts with course deadlines. For the purpose of this course please note that weddings, vacations, family reunions, etc., do not constitute "extraordinary circumstances." If you discover that these or similar events will prevent you from completing all the course requirements on time then you should drop the course.

Extra Credit Policy
The extra credit policy is that no extra credit is given. Be diligent with your readings, listening, and other activities. Spend at least some time and effort with the course several times a week. Don't fall behind; set a schedule and stick to it. If you do these things then you should do well in the course and will have no need for extra credit.

Grades of "Incomplete"
The current university policy concerning incomplete grades will be followed in this course. Incomplete grades are given only in situations where a student has successfully completed most of the course requirements and unexpected emergencies (illness, accident, family emergency) prevent a student from completing final course requirements by the end of the semester. Your instructor is the final authority on whether you qualify for an incomplete. Incomplete work must be finished by the deadline indicated on the Incomplete Form or the "I" will automatically be recorded as an "F" on your transcript.

End of Term Pleas and Appeals
All students will be awarded the grade you earn. Please do not embarrass me or yourself with end-of-term appeals for a higher grade based upon non-course criteria. Asking for a higher grade because of factors extraneous to your performance in the course is unethical, unfair to other students, and will not receive a sympathetic audience from the instructor.

Syllabus Changes
I reserve the right to make changes to the syllabus and schedule as appropriate. Students will be given as much notice as possible about any changes and the reason for them.

Academic Honesty
Plagiarism and Cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Student Conduct for further action. See the UCF Golden Rule for further information. I will assume for this course that you will adhere to the academic creed of this University and will maintain the highest standards of academic integrity. In other words, don't cheat by giving answers to others or taking them from anyone else. I will also adhere to the highest standards of academic integrity, so please do not ask me to change (or expect me to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.

SDS/ADA Statement

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.

Copyright

This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

Third-Party Software and FERPA

During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need **not** make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.

THE 4XXX — SPRING 2018 SCHEDULE – SUBJECT TO CHANGE

	DATE	TOPIC	READING	ASSIGNMENT/ACTIVITIES
1	T JAN 9	INTRO, REVIEW SYLLABUS, MAJOR ASSIGNMENTS, SCHEDULE, WEBCOURSES		
	R JAN 11	DOWNWARD PULL, FUNCTION OF THE SPINE		CONSTRUCTIVE REST
2	T JAN 16	PRIMARY CONTROL	SIX POINTS OF BALANCE	DISCUSSION OF SIX POINTS (VOCAL PERSPECTIVE)
	R JAN 18	INTRO TO BODY MAPPING		BODY MAPPING 1 DUE
3	T JAN 23	WHOLE BODY BALANCE		JOURNAL REVIEW
	R JAN 25	FUNCTION OF THE BREATH IN ACTIVE ALIGNMENT	Complete Guide to the Alexander Technique (Links to an external site.) (Links to an external site.)Links to an external site.	
4	T JAN 30	EXERCISES IN BREATH AND ALIGNMENT		
	R FEB 1	EFFECTIVE PRACTICE and REHEARSAL		
5	T FEB 6	OTHER DISCIPLINES–	date may change	(YOGA GUEST PRESENTATION)
	R FEB 8	EXERCISES IN BREATH AND ALIGNMENT		
6	T FEB 13	OTHER DISCIPLINES	– date may change	(VOCAL HEALTH GUEST PRESENTATION)
	R FEB 15	EXERCISES IN BREATH AND ALIGNMENT	Chesky: "Sound Exposure in University Wind Bands Kris Chesky Hearing Podcast (Links to an external site.)	MID TERM ASSESSMENT
7	T FEB 20	Individual/Small Group Alexander Sessions		
	R FEB 22	BODY MAPPING revisited		BODY MAPPING 2 DUE
8	T FEB 27	EXERCISES IN BREATH AND ALIGNMENT	"Alexander Technique Applications and Personal Accounts" (Links to an external site.)	
	R MAR 1	EXERCISES IN BREATH AND ALIGNMENT		
9	T MAR 6	Careers in the Performing Arts	CHAPTER 18	
	R MAR 8	TEST - ALEXANDER PRINCIPLES		
10	T MAR 13 R MAR 15		SPRING BREAK – NO CLASS	SPRING BREAK – NO CLASS
11	T MAR 20	Performance Anxiety	Musicians and Beta Blockers (Links to an external site.) . Three Reasons why Beta Blockers May be Holding You Back (Links to an external site.) .	What Every Musician Ought to Know about Stage Fright (Links to an external site.) . What to do about Performance Anxiety (Links to an external site.)
	R MAR 22	Individual/Small Group Alexander Sessions		
12	T MAR 27	Injuries and Rehabilitations	CHAPTER 19	
	R MAR 29	Individual/Small Group Alexander Sessions		
13	T APR 3	Health Concerns and Burnout	CHAPTER 20	
	R APR 5	Individual/Small Group Alexander Sessions		
14	T APR 10			Process Presentations
	R APR 12			Process Presentations
15	T APR 17			Graduate Presentations
	R APR 19			Graduate Presentations
				FINAL WRITTEN EXAM

UCF

THE 5XXX Health & Wellness for the Performing Artist

Spring Semester 2018: TR 4:30-5:45   M 0150
Prerequisites: instructor permission
PROFESSOR: Christopher Niess   **OFFICE:** T234   **OFFICE PHONE:** 407 823-0874
OFFICE HOURS: * by appointment (24 hours notice) – go to Doodle account
(https://doodle.com/poll/ 54t9u27zcwdcks6p*)*

Course Description

This course will focus on performing artists' health and related topics. Topics include: basic musculoskeletal anatomy and physiology, breathing coordination, Body Mapping, The Alexander Technique, care of the voice, injury cause and prevention, and effective practice and performance.

Course Objectives

- Develop an understanding of the body's anatomy and physiology and skills as it relates to effective movement patterns in live performance
- Acquire knowledge and understanding of physical and psychological health issues for performing artists, and develop practices to minimize their occurrence
- Develop strategies for injury prevention in one's own performance, including hearing protection, care of the voice and body maintenance
- Develop and articulate strategies and activities for maximizing performance potential and minimizing performance anxiety

Required Text & Materials

CREATIVITY AND THE PERFORMING ARTIST. Paula Thomson and S. Victoria Jaque. Academic Press/Elsevier. You will also have numerous reading assignments that will be available on webcourses@UCF.

Course Requirements

Class Protocols

- You must have access to the internet and an active **Knightsmail**
  Knightsmail is the sole email address server used to communicate with students in this class.
- Movement activities will be an important part of this class. On most days we will do such activities as walking, getting in and out of a chair, floor activities, etc. You may wish to bring a yoga or pilates mat or beach towel for the floor work. You should wear comfortable, loose-fitting clothes that do not restrict your movement.
- The movement activities are an important part of getting the maximum benefit from the class. The movement activities are designed and organized for your benefit, most people enjoy them greatly and feel better for having done them. Therefore if you have a physical condition that prevents some physical activity please consult with the instructor to plan alternative physical activity that will not injure or impede you..
- Reading and listening assignments are posted well in advance. Please do these assignments before that topic is discussed in class so that you may participate knowledgeably.
- Turn off all cell phones and other electronic communication devices during class. You may use your laptop in class only for taking class notes. Using a laptop in class for other purposes (surfing internet, Facebook, poker, texting, email, etc.) is unauthorized and will result in the loss of laptop privileges in class.

Webcourses@UCF

This syllabus and numerous resources and supplementary materials are housed under the MUS 5674/MUS 4674 number at Webcourses@UCF, accessible to you through your **Online Course Tools** tab on your **MyUCF** page. You will be able to review recent assignments and your current course grade, and I will use Webcourses@UCF to post announcements and supplemental materials. Discussion group assignments will be completed through Webcourses@UCF and your program notes assignments will be submitted this way as well. Webcourses is best accessed by Firefox on Mac or Internet Explorer on PC.

Communication

The most reliable way to contact me is through email (Christopher.Niess@ucf.edu). You can generally expect a brief response within twenty-four hours during the week, a little longer on weekends. Complex or extended topics are best discussed either in a personal meeting or on the telephone. Please review the following email policies:

- Include "Subject" headings: use something that is descriptive and refer to a particular assignment or topic. I do not respond to email that has a blank or misleading subject heading.
- I read all email personally, so in your salutation address me by name. You may address me as Christopher, or Professor Niess. I do not respond to email that fails to address me in the salutation or addresses me as "Yo Teach," "Hey Prof," or whatever other hip greeting that students use among themselves.
- Sign your e-mail messages with your first and last name. I do not respond to "anonymous" e-mail.

Evaluation and Grading

Your course grade will be based on the following assignments:

- **Participation**. This course is experiential and activity-based. Regular attendance, punctuality, and participation in all class activities is a significant part of the grade. You will potentially receive 250 points (approximately 10 points per class period) – calculated using a percentage of your attendance by the Webcourses application. Tardiness and early departure from class may result in a 50% reduction for that day. Participation will be assessed based upon "Two-minute-Topicals. As well as participation in any exercise/discussions for that day."
- **Journal**. You will keep a performer's journal during the semester – chronicling your ideas and development regarding breath support and alignment, body mapping, and other principles related to health in the performance process. You will be given prompts through webcourses@ucf on a variety of topics to help guide your journaling, but it will be your responsibility to maintain an adequate 'conversation' centered on your developing work habits. Journals will be reviewed early in the semester for 100 points.
- **Body Mapping**. You will complete a "Body Map", according to Alexander Theory, which is worth up to 100 points.
- **Reflection/Process Presentation**. You will present a reflection/process presentation based on your journal observations and related to your progress in rehearsal/performance practice.
- **Research Presentation**. You will present research to the class on a movement principle or theory that has as its goal either more healthy practice or increased performance.
- **Final Examination**.

Consult webcourses@ucf for schedule and details on the course assignments.

Assignments Distribution Weight

Graded Assignments	Description	Potential Points Toward Course Grade

Assignment	Description	Points
Attendance/Participation	Attendance and participation in class discussions and activities	250
Journal Review	Written responses on assigned topics shared on the Webcourses site	100
Body Mapping		100
Reflection/Process Presentation	Reflection project on developing physical practice presented orally to the class (based on observations chronicled in the journal, and demonstrating healthy alignment and ease of presentation)	200
Research Presentation	Research Project on a movement principle or theory, with a goal of more healthy practice or increased performance.	150
Written Examination	Based on terminology used throughout the class.	200

Grade Point Distribution

%	Letter Grade	Points	%	Letter Grade	Points	%	Letter Grade	Points
			94%	A	940	90%	A-	900–939
88%	B+	880–899	84%	B	840–879	80%	B-	800–839
78%	C+	780–799	74%	C	740–779	70%	C-	700–739
68%	D+	680-699	64%	D	640–679	60%	D-	600-639
>60%	F	>600						

Attendance Policy
90% of success in life is just showing up—Woody Allen
On-time attendance at all class meetings is expected. Research has repeatedly demonstrated that students who attend class regularly do better in the course than students who frequently miss class. Class will begin promptly at 4:30 and end promptly at 5:45. Part of your grade will be calculated from class participation. Please note the following policies related to attendance:
1. I reserve the right to take attendance on any class day and use that as part of you class participation grade. If you are not in class at the beginning of class when attendance is taken then you will be counted as absent that day.
2. If you know that you will need to be absent on a given day or must leave class early please notify me in advance.
3. **Important:**I must receive Program Verification forms for off-campus activities (concerts, school visitations, field trips, etc.) a minimum of two (2) weeks before the activity that will cause you to miss class. It is your responsibility to submit these forms to me and to take the initiative in rescheduling or making up any class work missed due to these activities.

Federal Financial Aid Compliance Information
All faculty members are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the following academic activity by the end of the first week of classes, or as soon as possible after adding the course, but no later than January 13. Failure to do so will result in a delay in the disbursement of your financial aid.
Academic Activity Assignment: Attend class before January 15, 2016.

Missed Assignments/Make-Ups/Extra Credit

Make-up Exams Policy
- Make-up examinations will be administered strictly according to university policy governing authorized events and activities. All other make-up examinations are at the sole discretion of the instructor and will be given only rarely and only in extraordinary circumstances.
- Consult the course calendar carefully to ensure that you do not have irreconcilable conflicts with course deadlines. For the purpose of this course please note that weddings, vacations, family reunions, etc., do not constitute "extraordinary circumstances." If you discover that these or similar events will prevent you from completing all the course requirements on time then you should drop the course.

Extra Credit Policy
The extra credit policy is that no extra credit is given. Be diligent with your readings, listening, and other activities. Spend at least some time and effort with the course several times a week. Don't fall behind; set a schedule and stick to it. If you do these things then you should do well in the course and will have no need for extra credit.

Grades of "Incomplete"
The current university policy concerning incomplete grades will be followed in this course. Incomplete grades are given only in situations where a student has successfully completed most of the course requirements and unexpected emergencies (illness, accident, family emergency) prevent a student from completing final course requirements by the end of the semester. Your instructor is the final authority on whether you qualify for an incomplete. Incomplete work must be finished by the deadline indicated on the Incomplete Form or the "I" will automatically be recorded as an "F" on your transcript.

End of Term Pleas and Appeals
All students will be awarded the grade you earn. Please do not embarrass me or yourself with end-of-term appeals for a higher grade based upon non-course criteria. Asking for a higher grade because of factors extraneous to your performance in the course is unethical, unfair to other students, and will not receive a sympathetic audience from the instructor.

Syllabus Changes
I reserve the right to make changes to the syllabus and schedule as appropriate. Students will be given as much notice as possible about any changes and the reason for them.

Academic Honesty
Plagiarism and Cheating of any kind on an examination, quiz, or assignment will result at least in an "F" for that assignment (and may, depending on the severity of the case, lead to an "F" for the entire course) and may be subject to appropriate referral to the Office of Student Conduct for further action. See the UCF Golden Rule for further information. I will assume for this course that you will adhere to the academic creed of this University and will maintain the highest standards of academic integrity. In other words, don't cheat by giving answers to others or taking them from anyone else. I will also adhere to the highest standards of academic integrity, so please do not ask me to change (or expect me to change) your grade illegitimately or to bend or break rules for one person that will not apply to everyone.

SDS/ADA Statement

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.

Copyright

This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this online classroom environment and your use only. All copyright materials are credited to the copyright holder.

Third-Party Software and FERPA

During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need **not** make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.

UCF

	DATE	TOPIC	READING	ASSIGNMENT/ACTIVITIES
1	T JAN 9	INTRO, REVIEW SYLLABUS, MAJOR ASSIGNMENTS, SCHEDULE, WEBCOURSES		
	R JAN 11	DOWNWARD PULL, FUNCTION OF THE SPINE		CONSTRUCTIVE REST
2	T JAN 16	PRIMARY CONTROL	SIX POINTS OF BALANCE	DISCUSSION OF SIX POINTS (VOCAL PERSPECTIVE)
	R JAN 18	INTRO TO BODY MAPPING		BODY MAPPING 1 DUE
3	T JAN 23	WHOLE BODY BALANCE		JOURNAL REVIEW
	R JAN 25	FUNCTION OF THE BREATH IN ACTIVE ALIGNMENT	Complete Guide to the Alexander Technique (Links to an external site.) (Links to an external site.)Links to an external site.	
4	T JAN 30	EXERCISES IN BREATH AND ALIGNMENT		
	R FEB 1	EFFECTIVE PRACTICE and REHEARSAL		
5	T FEB 6	OTHER DISCIPLINES–	date may change	(YOGA GUEST PRESENTATION)
	R FEB 8	EXERCISES IN BREATH AND ALIGNMENT		
6	T FEB 13	OTHER DISCIPLINES	– date may change	(VOCAL HEALTH GUEST PRESENTATION)
	R FEB 15	EXERCISES IN BREATH AND ALIGNMENT	Chesky: "Sound Exposure in University Wind Bands Kris Chesky Hearing Podcast (Links to an external site.)	MID TERM ASSESSMENT
7	T FEB 20	Individual/Small Group Alexander Sessions		
	R FEB 22	BODY MAPPING revisited		BODY MAPPING 2 DUE
8	T FEB 27	EXERCISES IN BREATH AND ALIGNMENT	"Alexander Technique Applications and Personal Accounts" (Links to an external site.)	
	R MAR 1	EXERCISES IN BREATH AND ALIGNMENT		
9	T MAR 6	Careers in the Performing Arts	CHAPTER 18	
	R MAR 8	TEST - ALEXANDER PRINCIPLES		
10	T MAR 13	R MAR 15	SPRING BREAK – NO CLASS	SPRING BREAK – NO CLASS
11	T MAR 20	Performance Anxiety	Musicians and Beta Blockers (Links to an external site.) . Three Reasons why Beta Blockers May be Holding You Back (Links to an external site.) .	What Every Musician Ought to Know about Stage Fright (Links to an external site.) . What to do about Performance Anxiety (Links to an external site.)
	R MAR 22	Individual/Small Group Alexander Sessions		
12	T MAR 27	Injuries and Rehabilitations	CHAPTER 19	
	R MAR 29	Individual/Small Group Alexander Sessions		
13	T APR 3	Health Concerns and Burnout	CHAPTER 20	
	R APR 5	Individual/Small Group Alexander Sessions		
14	T APR 10			Process Presentations
	R APR 12			Process Presentations
15	T APR 17			Graduate Presentations
	R APR 19			Graduate Presentations
				FINAL WRITTEN EXAM

January 10, 2018- Course Agenda

1. Course Additions

College of Arts and Humanities Course Additions

HIS 6XXX   **CAH-HIST**   **3(3,0)**
Spatial History: PR: Graduate Standing or C.I. Discussion of the scholarly literature as well as the application of spatial history research, including geospatial and digital storytelling technologies. May be repeated for credit two times. *Occasional.*
Abbrev: (15 of 30 chars) Spatial History
Repeat For Credit: True   Max Times: 2
<u>Discussion with others</u>: We have approval from SVAD, Anthropology that there is no overlap and we may proceed. The GIS certificate has also approved its inclusion as an elective in the program. As a result, the course would attract students outside of the history MA program.
<u>Rationale</u>: To expand offerings in digital and Public history. In consultation with Dr. John Walker, Anthropology, we expect this course to be included as an elective for the GIS Certificate program. It will expand offerings for both history MA students and all MA students pursuing a GIS certificate.

PHI 5XXX   **CAH-PHIL**   **3(3,0)**
Foundations of Cognitive Sciences: PR: Admission to the Cognitive Sciences MA program or C.I. Critical evaluation of conceptual, historical, and theoretical foundations of the cognitive sciences. *Fall.*
Abbrev: (30 of 30 chars) Foundations Cognitive Sciences
<u>Rationale</u>: There are three primary rationales for this course: First, it provides students with the necessary conceptual, historical, and theoretical background to conduct research in the cognitive sciences. Second, by emphasizing a variety of frameworks for understanding cognition and investigations of cognitive systems, it is the basis for the Master of Cognitive Sciences (MCS) program. Third, it lays the conceptual foundations necessary for success in the other MCS courses.
<u>Majors taking course</u>: Cognitive Sciences MA students

Split Level Course
THE 5XXX   **CAH-THEA**   **3(3,0)**
Health and Wellness for the Performing Artist: PR: Admission to Theatre graduate programs or C.I. Focus on performing artists' health and related topics. *Spring.*
Abbrev: (28 of 30 chars) Health & Well Perform Artist
<u>Rationale</u>: By expanding the content of the course to include health and wellness issues for theatre performers it will open of the class for all students in the School of Performing Arts.

ENC 6XXX   **CAH-WRITE**   **3(3,0)**
Rhetoric of Health and Medicine: PR: Graduate Standing or C.I. How health and medical rhetorics function in society; will study the rhetorical dimensions of clinical care, public health, patient advocacy, and personal health management. *Occasional.*
Abbrev: (22 of 30 chars) Rhet Health & Medicine
Discussion with others: This course is specific to the field of rhetoric and there should be no conflicts with other departments. However, English, COHPA, and Communications have been consulted and there are no issues. Emails attached.
Rationale: The rhetoric of health and medicine is a growing and important sub-field in Rhetoric and Writing Studies. Graduate students have successfully defended theses in the sub-field and have networked with COHPA and COM. We would like to make the opportunity to study in this area available to more students.

College of Business Administration Course Additions

REE 6XXX   **BA**   **3(3,0)**
Real Estate Contracts and Negotiations: PR: Acceptance into the MS Real Estate Program. The course covers various legal and ethical concepts applicable to the real estate industry including contracts, securities laws, construction management, negotiations, and entity structure.
Odd Spring.
Abbrev: (29 of 30 chars) RE Contracts and Negotiations
Rationale: Our students (who are active in the local real estate industry) thought that a class on negotiation skills would be most beneficial to their current work and graduate degree in real estate. This industry is "transactional" meaning that real estate acquisitions and sales constitute a significant amount of time and effort for our students and their companies. We also want to formally cover "ethics" in this class which is extremely relevant to a successful career in real estate. Rebecca York Esq. will teach the class (she already teaches the real estate law class).

REE 7XXX   **BA**   **3(3,0)**
Seminar in Finance and Real Estate Research: PR: Admission to business doctoral program and ECO 6416 or equivalent. An introduction to doctoral-level topics in finance, real estate research; including land economics, spatial markets for real property, and the economics of property law. *Even Fall.*
Abbrev: (25 of 30 chars) Sem. in Fin & RE Research
Discussion with others: N/A
Rationale: This course is intended for finance Ph.D. students. The course will cover several fundamental topics in real estate economics: land economics, spatial markets for real property, and the economics of property law. All are inter-related. Land economics provides the common theoretical basis for the analysis of real property markets and property rights, the other two main topics to be covered during the semester. The course will focus on these three topics in order to provide students with deeper coverage of each than would be possible in a course surveying the entire field. Students will choose from additional papers designated from the current literature for

individual presentations. Other seminal empirical studies that are often not explicitly tied to the underlying theory will be identified for interested students as supplementary background readings not required for the course.

Majors taking course: Finance Ph.D. students

FIN 7XXX **BA-FIN** **3(3,0)**

Empirical Methods I: PR: Admission to Business doctoral program. Course will provide a rigorous introduction to the modern empirical toolkit that is used in corporate finance and investments. *Fall.*

Abbrev: (19 of 30 chars) Empirical Methods I

Discussion with others: None

Rationale: Course offered to our Ph.D. students to provide a rigorous introduction to the modern empirical methods that are used in corporate finance and investments. This course will give students examples from empirical finance literature and show them how to apply these empirical methods to answer their research questions in financial economics. These skills in SAS and becoming familiar with commonly used finance data sources such as CRSP, COMPUSTAT, SDC, 13F holdings, and SDC filings, etc. will give them skills to produce research at a high quality. Therefore, benefitting the students, college and university.

FIN 7XXX **BA-FIN** **3(3,0)**

Empirical Methods II: PR: Admission to doctoral program; completion of Empirical Methods I and Introduction to Finance Theory. Course covers advanced topics in empirical methods in studies of asset pricing and corporate finance. *Spring.*

Abbrev: (20 of 30 chars) Empirical Methods II

Rationale: This is an advanced level course on empirical methodology in finance. The focus of the course is on applications of econometric methods in finance. Finance is a highly empirical academic discipline and the past twenty years have further seen an extraordinary growth in the use of quantitative methods in financial markets. Topics include tests of asset pricing models, return predictability in time-series and cross-section, empirical studies of asset market imperfections, studies of individual and institutional investor behavior.

ENT 5XXX **BA-MAN** **3(3,0)**

Creativity and Entrepreneurship: PR: Graduate Standing. This course presents contemporary methods for characterizing customer problems, designing creative solutions, and assessing value propositions for startup business ventures. *Fall.*

Abbrev: (28 of 30 chars) Creativity and Entrepreneurs

Rationale: This course will be used as part of the MS in Management-Entrepreneurship track curriculum

Majors taking course: Management MS-Entrepreneurship track

College of Education and Human Performance Course Additions

MHS 7XXX   **ED-CFCS**   **3(3,0)**
Advanced Multiculturalism in Counseling: PR: Admission to UCF's PhD in Education-Counselor Education Track program. This course discusses multiculturalism, social justice, diversity, and the contributing roles of racial, ethnic, and cultural heritages; socioeconomic status, family structure, age, gender, sexual orientation, and other forms of diversity; and issues of equity, equality, justice, and fairness. The course examines multiculturalism from the perspective of higher education and also within the context of counseling multuicultural competencies. *Even Summer.*
Abbrev: (15 of 30 chars) Adv Multi Couns
<u>Discussion with others</u>: Higher Education offer EDH 6046: Diversity in Higher Education. I had discussions with Dr. Kathy King and we were able to review both syllabi. The conclusion was that the courses are different in that this new course is only for PhD in Education--Counselor Ed track student and focuses on multiculturalism in the counseling profession as opposed to higher education. Also highlighted is that the course assignments are very different and do not pose a conflict.
<u>Rationale</u>: This new course will address new accreditation standards introduced by the CACREP 2016 standards.

College of Engineering and Computer Science Course Additions

EEL 5XXX   **CECS-ECE**   **3(3,0)**
Power System Detection and Estimation: PR: EEL 4216 or C.I. This is an advanced course to power engineering, designed to provide students with the knowledge of stability and outage detection and state estimation methods. *Occasional.*
Abbrev: (24 of 30 chars) Detection and Estimation
<u>Discussion with others</u>: N/A
<u>Rationale</u>: This course will provide students state-of-the-art knowledge of data-driven detection and estimation methods in power system based on synchrophasor measurements.

College of Sciences Course Additions

COM 6XXX   **COS-COMM**   **3(3,0)**
Communication Theory: PR: Graduate standing or C.I. Examination and critical analysis of the major theories of communication processes as well as their underlying metatheoretical foundations. *Spring.*
Abbrev: (20 of 30 chars) Communication Theory
<u>Discussion with others</u>: None
<u>Rationale</u>: This course replaces the more narrow Mass Communication Theory and Modern Communication Theory in the revision to our core curriculum. <u>Majors taking course</u>: Communication M.A.

MAP 6XXX   **COS-MATH**   **3(3,0)**
Mathematical Foundations for Massive Data Modeling and Analysis: PR: MAA 5228 and MAS 5145 or C.I. Mathematical model and analysis of massive data, numerical algorithms, optimization, nonlinear and sparse models. *Even Spring, Even Fall.* **Abbrev: (29 of 30 chars)** Math. Found. for Massive Data
Discussion with others: n/a
Rationale: Data science calls for new mathematical techniques to deal with larger data sets with complex geometric structure. This course will survey the mathematical foundations of various linear, nonlinear and sparse models that have been developed mainly during the last two decades, and popular algorithms for analyzing massive data sets. Majors taking course: n/a

INR 7XXX   **COS-POLS**   **3(3,0)**
Scientific Study of Security: PR: Admission to Security Studies Ph.D. or C.I. Principles of research design and evaluation of studies on domestic and international security; preparation of an empirical research paper. *Fall.*
Abbrev: (28 of 30 chars) Scientific Study of Security
Discussion with others: Discussions with Sociology and Criminal Justice
Rationale: This course will strengthen PhD students' skills in designing and implementing appropriate research designs in their own scholarship. Majors taking course: Security Studies Ph.D.

2. Special Topics Additions

College of Education and Human Performance Special Topics Additions

MHS 7939   **ED-CFCS**   **3(3,0)**
ST: Advanced Multiculturalism in Counseling: PR: Admission into UCF's PhD in Education--Counselor Education Track program. This course discusses multiculturalism, social justice, diversity, and the contributing roles of racial, ethnic, and cultural heritages; socioeconomic status, family structure, age, gender, sexual orientation, and other forms of diversity; and issues of equity, equality, justice, and fairness. The course examines multiculturalism from the perspective of higher education and also within the context of counseling multicultural competencies. *Occasional.*
Abbrev: (18 of 30 chars) Adv Multi in Couns
Discussion with others: Higher Education offers EDH 6046: Diversity in Higher Education. I had discussions with Dr. Kathy King and we were able to review both syllabi. The conclusion was that the courses are different in that this new course is only for PhD Counselor Education students and focuses on multiculturalism in the counseling profession as opposed to higher education. Also highlighted is that the course assignments are very different and do not pose a conflict.

3. Course Revisions

College of Arts and Humanities Course Revisions

~~AMH 5566~~   ~~Colloquium: Women in American History~~   ~~3(3,0)~~
HIS 5XXX   Colloquium: History of Women and Gender
PR: Graduate standing or senior standing or C.I.
~~Intensive reading and class discussion~~ Readings on selected topics in the history of ~~Women in American History from colonial time to the present.~~ gender and women.
Abbrev (16 of 30): ~~Colloq: Women in Amer History~~ Women and Gender
Repeat For Credit: ~~No~~ Yes   Max Times: ~~1~~ 3
Discussion with others: I have been in touch with Dr. MC Santana and she supports the revision.
Email attached.
Rationale: We are revising this course so we can offer it regularly to both history MA students and students in the Gender Studies Certificate. Limiting the course to US history prevents many of our faculty from teaching the course. By removing the national specificity, we globalize the course, allowing a range of faculty to offer a transnational approach. We have faculty in Asian, and European history qualified to teach Women and Gender history in addition to Americanists. This revision will be useful for both History and Gender studies certificate MA students.
There are no programs that list AMH 5566.

MUS 5677   ~~Wellness for the Performing Musician~~   3(3,0)
                                  Health and Wellness for the Performing
                                  Artist
PR: ~~Graduate standing in music education~~ Admission to Music MA or C.I.
~~Various techniques and methods of maintaining physical~~ Focus on performing artists' health and ~~wellness for musicians.~~ related topics
Abbrev (28 of 30): ~~Wellness for Perform Musician~~ Health & Well Perform Artist
Term Offered: Spring
Repeat For Credit: No   Max Times: ~~1~~ 0
Rationale: By expanding the content of the course to include health and wellness issues for theatre performers it will open of the class for all students in the School of Performing Arts.
There are no programs that list MUS 5677.

College of Education and Human Performance Course Revisions

EDF 7475   Qualitative Research in Education
PR: ~~EDF 7463 or~~ Doctoral standing of C.I.
Introduction to the philosophical and conceptual basis of qualitative research methods, strategies for gathering, analyzing, and interpreting qualitative data, emerging issues.
Rationale: We wish to eliminate EDF 7463 as a prerequisite. The prerequisite was added to ensure that students completed required research courses in a particular sequence, not because

EDF 7463 is necessary for success. Doctoral students in Education may now complete this course in the first or second year. The course also serves students in other doctoral programs across UCF. The current prerequisite merely creates an unnecessary administrative burden. Majors taking course: PhD in Education and EdD in Higher Education There are no programs that list EDF 7475.

ARE 6905   **Research Trends in Art Education**   **3(3,0)**
PR: ~~EDF 6481.~~ Graduate Standing or C.I.
This course will further prepare art education graduate students to identify and review landmark research and conduct relevant art education research. ~~May be repeated for credit.~~
Term Offered: ~~Occasional~~ Spring
Repeat For Credit: ~~Yes~~ No_____ Max Times: 99
Rationale: The prerequisite is being changed to open up the course for other populations of students who might otherwise be able to enroll. The repeatable for credit option is also being eliminated.
Majors taking course: MAT Art Education
There are no programs that list ARE 6905.

College of Engineering and Computer Science Course Revisions

~~**COT 6600**~~   **Quantum Computing**   **3(3,0)**
COT 5XXX
PR: ~~COT 5405.~~ COP 3503C.
This course introduces basic concepts in quantum circuits and quantum algorithms.
Term Offered: ~~Occasional~~ Spring
Discussion with others: There are no duplications with any departments. Physics said "We have absolutely no objection. In fact, this course should have been taught at the 5000 level all along. It's accessible to undergraduate seniors in physics and computer science." The ECE department had no objections.
Rationale: There are currently two courses in quantum information science at the 6000-level: COT6600 "Quantum Computing" and COT6602 "Introduction to Quantum Information Theory". The instructor asks to change the level of the COT6600 to 5000-level so it can serve as an introductory field to quantum information science that is also available to undergraduates. There are several undergraduate students who are very much interested in this research topic but cannot take any course in this field. Interested graduate students can take the advanced follow-up COT6602.
There are no programs that list COT 6600.

EEL 5825   ~~**Pattern Recognition**~~
                        Pattern Recognition and Learning from Big
                        Data
PR: EEL ~~4750~~ 3021 or ~~C.I.~~ EEL 5542.

Preliminaries of pattern recognition, Bayesian Decision Theory, linear discriminant functions, Neural Network approaches, decision tree classifiers, unsupervised learning and clustering, non-parametric techniques, and other topics reflecting the state-of-the art.

Discussion with others: Update was shared with CS department but not concerns were noted.
Rationale: Updating time and PR. Course has not been offered in 5 years but is planned to be offered in 18-19.
There is 1 program that lists EEL 5825: Intelligent Robotic Systems (IRS) - Interdisciplinary Minor

ESI 6551   ~~**Systems Architecting**~~   **3(3,0)**
Systems Engineering

PR: ~~ESI 4312 or ESI 5306 or C.I.~~ Graduate Standing with an earned graduate degree in a technical discipline (waivable for significant industry experience).

Introduction to heuristics approach to the process of systems architecting in business, economics, social, urban, military and government domains emphasizing the conceptual representation and acceptance phases.

Rationale: This course will form the first course in a three course sequence for the graduate certificate in SE. An introduction to systems engineering class that is focused on requirements, SE processes, and a general overview of SE is common for most graduate programs in SE.
Majors taking course: Engineering Management, Health Care Systems Engineering There are no programs that list ESI 6551.

BME 5216C   **Mechanics of Biostructures I**   ~~**3(2,3)**~~
3(3,2)

PR: Graduate standing or C.I.
Part I of a two semester course. Mechanical analysis of hard and soft tissues and prosection lab on human anatomy and physiology.
There are no programs that list BME 5216C.

BME 5217C   **Mechanics of Biostructures II**   ~~**3(2,2)**~~
3(3,1)

PR: BME ~~5587C~~ 5216C or C.I.
Part II of a two semester course. Cell physiology and engineering principles applied to analysis of cellular processes and prosection anatomy lab on human anatomy and physiology. There are no programs that list BME 5217C.

~~**BME 5268C**~~   **Applied and Computational Biofluids**   ~~**3(2,2)**~~
BME 6XXXC   **3(3,1)**

PR: EML ~~3701 and~~ 3701, EGM ~~3601~~ 3601, BME 5267, or C.I.
Principles and foundations of applied fluid mechanics and computational methods to the human circulation.

Rationale: Increased content to justify move from 5XXX to 6XXX
Majors taking course: Bio-Medical Engineering
There is 1 program that lists BME 5268C: Bioengineering - Minor

EML 6295   **Sensors and Actuators for Micro Mechanical Systems**   **3(3,0)**
PR: EML 5060, EML 6211, or C.I.
~~Introduction of smart materials and functional structures used for sensors and actuators in micromechanical systems.~~ Classifications of sensors and actuators. Physics of sensing and actuation. Evaluation of sensors and actuators. ~~Philosophy of selection of sensors and actuators for specific engineering requirements. Introduction of development of sensors and actuators in micromechanical systems.~~
Rationale: This course was scheduled to be offered in Spring 2015. However, it eventually was canceled due to the sabbatical leave of the instructor and no other MAE faculty was able to teach this subject. The MAE Department has a plan to offer it in Fall 2018 in order to continue this course on the course catalog.
There are no programs that list EML 6295.

~~EML 5572~~   **Probabilistic Methods in Mechanical Design**   **3(3,0)**
EML 6XXX
PR: ~~EML 3500,~~ STA ~~3032.~~ 3032 and EML3500 or EAS4200.
Uncertainty modeling in ~~design. Use~~ design and analysis of ~~probabilistic mathematics to assess strength, stiffness, toughness,~~ industrial equipment and ~~stability. Applications.~~ engineering systems (data analytics, quality control, and reliability engineering).
Rationale: The proposed revision on the course content has no duplications and conflicts with other departments and colleges.
There are no programs that list EML 5572.

EMA 5108   **Surface Science**   **3(3,0)**
PR: ~~PHY 2049C and~~ EGN 3365 or EMA 3706 or C.I.
~~Methods~~ This course focuses on the physics underlying the techniques used to analyze the surface region of ~~chemical and physical analysis~~ materials. This course also addresses the fundamentals of ~~surfaces, with emphasis on ultra-high vacuum spectroscopics utilizing electron, ion and photon probes.~~ these processes.
Rationale: EMA 5108 is an elective course for MSE graduate students. Due to the lack of faculty, it has not been offered in the five-year period. With four new faculty members joined MSE last year , We plan to offer EMA 5504 in Spring 2019. There are no programs that list EMA 5108.

EMA 5415   **Electronic Principles of Materials Properties**   **3(3,0)**
PR: EGN 3365 or EMA 3706 or C.I.
~~The~~ This course ~~covers~~ will cover the fundamental concepts of band structure and bonding of materials, electrical and thermal conduction in ~~metals~~ metals, semiconductors and ~~semiconductors.~~ dielectric. The interaction between light and matter will be addressed and the important concepts such as excitons will be introduced.

Rationale: EMA 5415 is an elective course for MSE graduate students. Due to the lack of faculty, it has not been offered in the five-year period. With four new faculty members joined MSE last year , This course will be in Spring 2018.
There is 1 program that lists EMA 5415: Materials Science and Engineering - Minor

EMA 5504   **Modern Characterization of Materials**   **3(2,2)**
PR: EMA 5104 or C.I.
~~Techniques~~ The course overviews the modern characterization instrumentation for contemporary materials science and engineering studies and aims to understand their scientific significance, operation ~~of instrumentation (light, scanning, transmission,~~ principles, and ~~auger microscopy) for the characterization of structure, defects, composition, and surfaces.~~ technological applications.
Rationale: EMA 5504 is an elective course for MSE graduate students. Due to the lack of faculty, it has not been offered in the five-year period. With four new faculty members joined MSE last year , We plan to offer EMA 5504 in Spring 2019. There are no programs that list EMA 5504.

College of Graduate Studies Course Revisions

IDC 6601   **Behavioral Aspects of Cybersecurity**   **3(3,0)**
PR: IDS 5602 or C.I.
Interdisciplinary human, social, and behavioral issues related to cybersecurity. Management techniques, motives for cyber crimes, risk and threat analysis, ethics, and legal issues.
Term Offered: ~~Spring~~ Summer
Rationale: This will correct the error in the graduate catalog. The catalog lists the course as being offered in the spring, but it is actually offered every summer. There is no curriculum revision, just a correction to the catalog.
Majors taking course: Modeling and Simulation M.S.; Behavioral Cyber Security G.C.
There are no programs that list IDC 6601.

College of Health and Public Affairs Course Revisions

PHT 5125L   **Clinical Kinesiology Lab**   ~~2(0,4)~~
                                                                                    1(0,2)

CR: PHT 5125.
Graduate level study of human musculoskeletal movement with an emphasis on joint mechanics and clinical applications.
Rationale: Request to eliminate one credit hour from this course, making it a 1(0,2) course. Required course clock hours currently exceeds necessary time required to deliver course objectives.
There are no programs that list PHT 5125L.

PHT 5260L   **Patient Care Skills Lab**   ~~1(0,2)~~
                                                                                    2(0,4)

CR: ~~Patient Care Skills.~~ PHT 5260.
Skills of patient care, transfers, mobility skills.

Rationale: Request to add one credit hour from this course, making it a 2(0,4) from a 1(0,2). Required course clock hours currently does not allow for necessary time required to deliver course objectives.
There are no programs that list PHT 5260L.

PHT 5718   **Neurological Physical Therapy**   ~~**2(2,0)**~~
                                                                   3(3,0)

CR: ~~Neurological Physical Therapy Lab.~~ PHT 5718L.
Analysis of selected neuromotor theories and their clinical applications. Examinations and interventions for the evaluation and treatment of neurological patients presented.
Rationale: Request to add one credit hour from this course, making it a 3(3,0) from a 2(2,0). Current clock hours do not allow adequate time required to deliver course objectives.
There are no programs that list PHT 5718.

                                   Applied Human Physiology for Health
~~**PHT 6156C**~~   **Sciences**   ~~**5(3,2)**~~
PHT 6156   **3(3,0)**

PR: Admission to the Doctor of Physical Therapy program.
Course provides in-depth study of human cardiovascular, hemopoietic, respiratory, gastrointestinal, renal and reproductive systems with emphasis on mechanisms responsible for maintaining homeostasis.
Term Offered: ~~Fall~~ Summer
Rationale: The proposed change is to change this course into lecture only and to create a new course for the lab component. (PHT 6156 Applied Human Physiology, and PHT 6XXXL Physiologic Assessment in Physical Therapy Practice lab). Course is currently structured as a course, however, it functions as two independent courses a separate lecture, and lab with two instructors of record (one for lecture, one for lab) as well as two class meet times and dates. Separating lecture and lab into two components will allow for faculty to increase focus areas of physiologic systems that are more relevant to physical therapy and rehabilitation sciences. Students have expressed frustration with current structure, as one grade is earned despite the content being delivered, practiced, and scored using separate/unique methods, parameters, instructors, and expectations.
There are no programs that list PHT 6156C.

PHT 6219   **Theories and Procedures II**   ~~**2(2,0)**~~
                                                                     1(1,0)
PR: ~~Theories~~ PHT 5218 and ~~Procedures I and lab;~~ PHT 5218L: CR: ~~Theories and Procedures II Lab.~~ PHT 6219L.
Continuation of Theories and Procedures I. Focus on electrodiagnosis and electrophysiologic examinations and the interventions used in the treatment of pain and dysfunction.
Rationale: Request to remove one credit hour from this course, making it a 1(1,0) from a 2(2,0). Required course clock hours currently exceeds necessary time required to deliver course objectives.
There are no programs that list PHT 6219.

PHT 6242   **Orthopedic Physical Therapy**   ~~2(2,0)~~
                                                                                   3(3,0)

CR: ~~Orthopedic Physical Therapy Lab.~~ PHT 6242L.
Examination and interventions for the evaluation and treatment of specific orthopedic cases and injuries presented.
Rationale: Request to add one credit hour from this course, making it a 3(3,0) from a 2(2,0). Required course clock hours currently does not allow for necessary time required to deliver course objectives.
There are no programs that list PHT 6242.

PHT 6245   **Therapeutic Exercise II**   ~~3(3,0)~~
                                                                               2(2,0) PR:

~~Therapeutic Exercise I;~~ PHT 5218 and PHT 5218L; CR: ~~Therapeutic Exercise II Lab.~~ PHT 6245L.
Exploration of the various therapeutic exercise modalities, and their application to the rehabilitation course of treatment.
Rationale: Request to remove one credit hour from this course, making it a 2(2,0) from a 3(3,0). Required course clock hours currently exceeds necessary time required to deliver course objectives.
There are no programs that list PHT 6245.

PHT 6306   ~~**Pathology/Pharmacology**~~   **4(4,0)**
                                Pathology in Physical Therapy Practice   **2(2,0)**

PR: Admission to DPT program.
Organized seminars on the pathophysiology and clinical manifestations and treatments of various medical conditions as they relate to medical management in physical therapy practice.
Abbrev (24 of 30): ~~**Pathology/Pharmacology**~~ **Pathology in PT Practice**
Rationale: The proposed change is to split this course into two separate courses based on their unique content and how it applies to the profession of physical therapy. Course is currently structured as a course, however, it functions as two independent courses with two instructors of record (one for pathology content, one for pharmacology content) as well as two class meet times and dates. Students have expressed frustration with current structure, as one grade is earned despite the content being delivered, practiced, and scored using separate/unique methods, parameters, instructors, and expectations. There are no programs that list PHT 6306.

PHT 6374C   ~~**Gerontology in Physical Therapy Practice**~~   **2(2,1)**
                                Geriatric Physical Therapy

PR: Admission to the Doctor of Physical Therapy program.
This course provides an introduction to physiological aging, ~~the health status,~~ and physical therapy management of the older adult. ~~The course will focus~~ Includes examination, evaluation, and development of intervention programs focusing on ~~the normal aging process~~ exercise, prevention, education, and ~~its impact on the delivery of physical therapy to this population.~~ modification programs.
Abbrev (26 of 30): ~~**Gerontology in PT Practice**~~ **Geriatric Physical Therapy**

Rationale: Request to update course name (Gerontology in Physical Therapy) and course description to be in better alignment with current professional language and course objectives. There are no programs that list PHT 6374C.

PHT 6521   **Management of Physical Therapy Services**   ~~3(3,0)~~
                                                                              2(2,0)

PR: Admission to DPT program.
Planning, organizing, delivering and evaluating physical therapy services within a health care system, including quality management, third party payers, DRG's and legislative impact.
Rationale: Request to remove one credit hour from this course, making it a 2(2,0) from a 3(3,0). Required course clock hours currently exceeds necessary time required to deliver course objectives.
There are no programs that list PHT 6521.

PHT 6720   ~~Wound Care and Professional Issues~~   **1(1,0)**
                                Integumentary Physical Therapy

PR: Admission to Physical Therapy program.
Instruction in contemporary issues and specialized care of the integumentary system provided by physical ~~therapists and in professional issues relevant to the contemporary practice.~~ therapists.
Abbrev (16 of 30): ~~Wound Care and Prof Issues~~ Integumentary PT
Rationale: Professional issues content is covered in PHT 7021 Professional Practice in Physical Therapy and the updated name better reflects the current content of this course. Integumentary issues such as pathologies and wound care need more emphasis in the curriculum as content in the UCF DPT program under-represents this area of PT clinical practice. There are no programs that list PHT 6720.

PHT 6805C   **Clinical Education I**   ~~3(1,15)~~
                                                           4(1,20)

PR: Admission to DPT program.
Collaborative course where students meet to analyze, synthesize and discuss current professional, ethical and moral decision-making in physical therapy setting, culminating in a six-week clinical internship. Graded S/U.
Rationale: Request to add one credit hour for this course, making it a 4(1,20) from a 3(1,15). Moving from a 6-week full-time internship to an 8-week full-time internship to better reflect the current national average for total clinical education weeks for the entry-level DPT education programs. UCF currently has 34 weeks of full-time clinical education, whereas the national average is currently 36 weeks. Change is related to feedback from clinicians, students, and program advisory board.
There are no programs that list PHT 6805C.

PHT 7134C   ~~Physical Therapy Integration II~~   **2(2,1)**
                                Physical Therapy Integration
PR: PHT ~~7722C - Physical Therapy Integration I.~~ 7722C.

This course ~~focuses on~~ integrates foundational knowledge of physiology and pathology to develop physical therapy skills for examinations and interventions ~~for the evaluation~~ of medically complex patients and ~~treatment of the spine. Various theoretical models explored. Case studies are used for integration of clinical information.~~ special populations.

Abbrev (28 of 30): ~~Physical Therapy Integratn II~~ **Physical Therapy Integration**

Rationale: Request to update course name and description to better reflect the focus of the course which has evolved to emphasize the PT care of medically complex and special populations. Topic areas include orthotics & prosthetics, oncology, lymphedema, among others. There are no programs that list PHT 7134C.

~~PHT 7521C~~   **Management of Physical Therapy Services II**   ~~2(2,1)~~

PHT 7521   **2(2,0)**

PR: PHT 6521.

Application of management, finance and economic health-related principles for strategy development, implementation and assessment for the physical therapy manager.

Rationale: Request to remove lab component for this course and convert to 2(2,0) lecture only course. Course content is presented in lecture form only, with no need for a lab component. There are no programs that list PHT 7521C.

PHT 7721C   ~~Advanced Orthopedic Physical Therapy II~~   **1(1,1)**

                                  Integrations in Orthopedic Physical Therapy

PR: PHT 6716C.

Designed to correlate all previous coursework in curriculum in study presentations. Advanced evaluation procedures included. Advanced knowledge of differential diagnosis in the orthopedic patient covered.

Abbrev (29 of 30): ~~Advanced Orthopedic PT II~~ **Integrations in Orthopedic PT**

Rationale: Request to update name of the course to better reflect the focus which is designed to bring it all together, integrating previous course work in orthopedic physical therapy. There are no programs that list PHT 7721C.

PHT 7722C   ~~Physical Therapy Integration I~~   **2(2,1)**

                                 Integrative Clinical Practice

PR: Admission to DPT program.

This course emphasizes the synthesis of clinical and differential diagnostic skills required of a physical therapist ~~when deciding if physical therapy care is appropriate.~~ in order to enter clinical practice.

Abbrev (29 of 30): ~~Physical Therapy Integration I~~ **Integrative Clinical Practice**

Term Offered: ~~Fall~~ Summer

Rationale: Request to update course name (from Physical Therapy Integration I) and description to better reflect the evolved nature of this course as a preparatory course for the first clinical internship. Name change better describes focus of the course on clinical practice in physical therapy. The core focus in not differential diagnosis as other course in curriculum solely focuses on this area. There are no programs that list PHT 7722C.

PHT 7780C ~~Advanced Gerontology in Physical Therapy~~ **1(1,1)**
Advanced Geriatric Physical Therapy

PR: PHT 6374C.
~~In depth discussion of physical therapist's role with elderly population. Includes examination, evaluation and development of intervention programs focusing on exercise, prevention, education and modification programs.~~ Advanced topics in geriatric rehabilitation.
Abbrev (21 of 30): ~~Advanced Gerontology in PT~~ Advanced Geriatric PT
Rationale: Request to update course name (previously Advanced Gerontology in Physical Therapy) and description to be in better alignment with current professional language and course objectives.
There are no programs that list PHT 7780C.

PHT 7822C ~~Advanced Clinical Education I~~ **6(1,40)**
Clinical Education II

PR: Admission to the Doctor of Physical Therapy program.
Collaborative course for third year students to meet, analyze, synthesize and discuss current ethical, legal, and moral decision-making in physical therapy clinical setting culminating in internship. Graded S/U.
Abbrev (21 of 30): ~~Advanced Clinical Education I~~ Clinical Education II
Rationale: In an attempt to better streamline the clinical education internship courses, the program would like to update the course names as follows: PHT 6805 Clinical Education I (NO CHANGE) PHT 7822; CLINICAL EDUCATION II PHT 7823; Clinical Education III PHT 7829; Clinical Education IV
There are no programs that list PHT 7822C.

PHT 7823C ~~Advanced Clinical Education II~~ **4(1,20)**
Clinical Education III

PR: PHT 7822C.
Clinical education course to synthesize ethical, legal, and professional contemporary practice with evidence-based intervention, culminating in a full-time, 8-week clinical internship in physical therapy practice setting. Graded S/U.
Abbrev (22 of 30): ~~Advanced Clinical Ed II~~ Clinical Education III
Rationale: In an attempt to better streamline the clinical education internship courses, the program would like to update the course names as follows: PHT 6805 Clinical Education I (NO CHANGE) PHT 7822 Clinical Education II PHT 7823 CLINICAL EDUCATION III PHT 7829 Clinical Education IV
There are no programs that list PHT 7823C.

PHT 7829C ~~Advanced Clinical Education III~~ **4(1,20)**
Clinical Education IV

PR: PHT 7823C.
Clinical education course to synthesize ethical, legal, and professional contemporary practice with evidence-based intervention, culminating in a full-time, terminal 8-week clinical internship in physical therapy practice setting prior to graduation. Graded S/U.

Abbrev (21 of 30): ~~Advanced Clinical Ed III~~ Clinical Education IV

Rationale: In an attempt to better streamline the clinical education internship courses, the program would like to update the course names as follows: PHT 6805 Clinical Education I (NO CHANGE) PHT 7822 Clinical Education II PHT 7823; Clinical Education III PHT 7829 CLINICAL EDUCATION IV

There are no programs that list PHT 7829C.

PAF 7325	**Policy and Program Evaluation for Public Affairs**	**3(3,0)**

PR: Admission to Public Affairs Ph.D. or C.I. PR: PAF 7802 and PAF 7804.

Course is designed to use empirical information to assess the effectiveness of policies and programs in public and nonprofit settings. There are no programs that list PAF 7325.

SOW 5538	~~**Full-Time MSW Generalist Field Education and Seminar I**~~	~~**3(3,0)**~~
	Full-time MSW Generalist Field Integrative Seminar I	**1(1,0)**

PR: Admission to Master of Social Work program or C.I.; CR: SOW ~~5305.~~ 5305 and SOW 5940.
Field education seminar for full-time MSW generalist ~~students; includes seminar and supervised practice of social work in an agency for 200 clock hours. Graded S/U.~~ students

Abbrev (30 of 30): ~~FT MSW General Field/Seminar I~~ FT MSW General Field Seminar I

Graded SU: ~~Yes~~ No

There are no programs that list SOW 5538.

SOW 5539	~~**Full-Time MSW Generalist Field Education and Seminar II**~~	~~**3(3,0)**~~
	Full-Time MSW Generalist Field Integrative Seminar II	**1(1,0)**

PR: SOW 5538; CR: SOW ~~5306.~~ 5306 and SOW 5940.
Field education seminar for full-time Master of Social Work generalist ~~students; includes seminar and supervised practice of social work in an agency for 200 clock hours. Graded S/U.~~ students

Abbrev (30 of 30): ~~FT MSW General Field/Seminar 2~~ FT MSW General Field Seminar 2

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 5539.

SOW 5565	~~**Part-Time MSW Generalist Field Education and Seminar I**~~	~~**2(2,0)**~~
	Part-Time MSW Generalist Field Integrative Seminar I	**1(1,0)**

PR: SOW 5305; CR SOW ~~5306.~~ 5306 and SOW 5940.

Field education seturbs_seminar course for part-time ~~Master of Social Work~~ MSW generalist ~~students;~~ ~~includes seminar and supervised practice of social work in an agency for 150 clock hours.~~ ~~Graded S/U.~~ students.

Abbrev (30 of 30): ~~PT MSW General Field/Seminar 1~~ PT MSW General Field Seminar 1

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 5565.

SOW 5566	~~**Part-Time MSW Generalist Field Education**~~ ~~**and Seminar II**~~	~~**2(2,0)**~~
	Part-Time MSW Generalist Field Integrative **Seminar II**	**1(1,0)**

PR: SOW 5565; CR: SOW ~~5306.~~ 5940.

Field ~~Education~~ education seminar for part-time ~~Master of Social Work~~ MSW generalist ~~students;~~ ~~includes seminar and supervised practice of social work in an agency for 150 clock hours.~~ ~~Graded S/U.~~ students

Abbrev (30 of 30): ~~PT MSW General Field/Seminar 2~~ PT MSW General Field Seminar 2

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 5566.

SOW 5567	~~**Part-Time MSW Generalist Field Education**~~ ~~**and Seminar III**~~	~~**2(2,0)**~~
	Part-Time MSW Generalist Field Integrative **Seminar III**	**1(1,0)**

PR: SOW 5566. CR: SOW 5940.

Field ~~Education~~ education seminar course for part-time ~~Master of Social Work~~ MSW generalist ~~students; includes seminar and supervised practice of social work in an agency for 100 clock~~ ~~hours. Graded S/U.~~ students

Abbrev (30 of 30): ~~PT MSW General Field/Seminar 3~~ PT MSW General Field Seminar 3

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the

existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 5567.

| SOW 6531 | ~~Full Time MSW Clinical Field Education and Seminar I~~ | ~~4(4,0)~~ |
| | Full Time MSW Clinical Field Integrative Seminar I | 2(2,0) |

PR: SOW 6123 and SOW 6424. CR: SOW 6940.

Field education seminar for full-time Master of Social Work ~~students; includes seminar and supervised practice of social work in an agency for 300 clock hours. Graded S/U.~~ students.

Abbrev (29 of 30): ~~FT MSW CLIN Field/Seminar I~~ FT MSW Clinic Field Seminar I

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 6531.

| SOW 6536 | ~~Full Time MSW Clinical Field Education and Seminar II~~ | ~~4(4,0)~~ |
| | Full Time MSW Clinical Field Integrative Seminar II | 2(2,0) |

PR: SOW 6531. CR: SOW 6940.

~~Field~~ Clinical field education seminar for full-time Master of Social Work ~~clinical students; includes seminar and supervised practice of social work in an agency for 300 clock hours. Graded S/U.~~ students

Abbrev (29 of 30): ~~FT MSW Clin Field/Seminar II~~ FT MSW Clinic Field Seminar 2

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 6536.

| SOW 6561 | ~~Part-Time MSW Clinical Field Education and Seminar I~~ | ~~3(3,0)~~ |
| | Part-Time MSW Clinical Field Integrative Seminar I | 2(2,0) |

PR: ~~SOW 5567;~~ SOW 6123 and SOW 6424. CR: SOW 6940.

Field education seminar for part-time Master of Social Work ~~students; includes seminar and supervised practice of social work in an agency for 225 clock hours. Graded S/U.~~ students.

Abbrev (29 of 30): ~~PT MSW Clin Field/Seminar I~~ PT MSW Clinic Field Seminar I

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 6561.

SOW 6562	~~**Part Time MSW Clinical Field Education and Seminar II**~~	~~**3(3,0)**~~
	Part Time MSW Clinical Field Integrative Seminar II	**1(1,0)**

PR: SOW 6561. CR: SOW 6940.

Field seminar education for part time Master of Social Work clinical ~~students; includes seminar and supervised practice of social work in an agency for 225 clock hours. Graded S/U.~~ students.

Abbrev (29 of 30): ~~PT MSW Clin Field/Seminar II~~ PT MSW Clinic Field Seminar 2

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 6562.

SOW 6563	~~**Part-Time MSW Clinical Field Education and Seminar III**~~	~~**2(2,0)**~~
	Part-Time MSW Clinical Field Integrative Seminar III	**1(1,0)**

PR: SOW 6562. CR: SOW 6940.

Field education seminar for part-time MSW clinical ~~students; includes seminar and supervised practice of social work in an agency for 150 clock hours. Graded S/U.~~ students.

Abbrev (29 of 30): ~~PT MSW Clin Field/Seminar III~~ PT MSW Clinic Field Seminar 3

Graded SU: ~~Yes~~ No

Rationale: The current course structure for the Generalist Field courses (Full-time and Part-time) combines the field hours and classroom seminar in one course. A new Generalist Field course was created to separate the field component and allow for pass/fail grading. Therefore, the existing classes are being restructured to remove the field component and change the now Seminar-only course to letter grading.

There are no programs that list SOW 6563.

~~**SOW 5149**~~	~~**Military and Veteran Culture with Historical Frameworks**~~	~~**3(3,0)**~~
SOW 6XXX	**Military Culture and Social Work Practice**	

PR: Admission to Master of Social Work program or C.I.

~~Thorough analysis~~ Provides a detailed overview of the practice of social work with these military connected clients, families, and ~~veteran systems. Provides the frameworks to assist social workers in better understanding, communicating and practicing with veterans and their families.~~ communities.

Abbrev (29 of 30): ~~Military & Vet Cult Hist Frame~~ Military Culture and SW Pract

Term Offered: Fall, Spring, Summer

Rationale: The faculty of the School of Social Work has a military certificate. This objectives of this course has been elevated to include more clinical practice material. The name has been changed to reflect the clinical nature of the class. There are no programs that list SOW 5149.

College of Medicine Course Revisions

MCB 5654C   **Applied Industrial Microbiology**   **3(1,6)**

PR: MCB 3020C, BSC 3403C or C.I.

Combination of molecular and biochemical analyses with applied industrial microbiology projects.

Rationale: We are planning to submit a Track in Applied Industrial Microbiology under our Biotechnology B. S. degree program at the UPCC meeting in January. Although this course is at the graduate level, having the ability to offer this course as an elective and to use this course to potentially develop an Applied graduate program is vital to our new undergraduate track. Therefore we ask that this course be maintained for these purposes.

There is 1 program that lists MCB 5654C: Biotechnology (B.S.)

MCB 5932   **Current Topics in Molecular Biology**   **VAR(VAR,VAR)**

PR: Graduate standing or C.I.

Selected current research topics from the primary literature reflecting recent advances in molecular biology. May be repeated for credit.

Rationale: We had developed this course with a focus on neuroscience several years ago based on the last reported syllabus. We have developed several other courses in this area and had them approved. This course description is however quite general, and given the need to be able to offer a course at the graduate level in Molecular Biology, we would prefer to have this course available for new faculty that have arrived in our School in the past 2 years, and thus ask for the course to be continued in the catalog.

There are 2 programs that list MCB 5932: Biotechnology (B.S.),Biomedical Sciences (B.S.)

MCB 6226   **Molecular Diagnostics**   **3(3,0)**

PR: PCB 3522, PCB 4524 and MCB 5225 or C.I.

A course in basic laboratory skills used in molecular genetic or clinical diagnostic laboratories for detecting genetic diseases.

Rationale: The course in Molecular Diagnostics has not been offered in some time due to the primary instructors of the course (Dr. Karl Chai and Dr. Jane Gibson) being involved in several other courses and even medical education. We have updated the syllabus and would like to have the opportunity to continue to offer this 6000 level course in a very relevant area today. The field

is quite rapid and thus we have proposed to have the course be based on primary literature given the 6000 level nature of the course.

<u>There are no programs that list MCB 6226.</u>

MCB 6417C **Microbial Metabolism** **3(3,0)**
PR: C.I.

Relationship between microbial metabolism and principal cellular activities, emphasizing transport, respiration, differentiation, and synthesis.

<u>Rationale</u>: Unfortunately the primary reason this course has not been offered is due to the fact that the last faculty member who taught and developed the course has been teaching a large section of the undergraduate course (MCB 4414). We have recently hired faculty with similar expertise, thus we would ask to keep the course for our graduate programs. We also are in need of more 6000 level courses for our doctoral students and thus we intend to teach this course to help fulfill that need.

<u>There are no programs that list MCB 6417C.</u>

PCB 5275 **Signal Transduction Mechanics** **3(3,0)**
PR: PCB 3522 and PCB 4524.

A course emphasizing various signal transduction cascades used in mammalian cells to control growth and differentiation. Discussion of original research papers will occur.

<u>Rationale</u>: This course was taught by a cell biologist who has moved to teaching another course, and this explains the long drought in which we have not offered the course. This faculty member began teaching a neuroscience course that was developed, however we recently have hired faculty who are now teaching the neuroscience course and plan to return to teaching this course within the next 2 years. Again, we are expanding our graduate faculty and would rather use existing courses to synergize our faculty interests in teaching rather than design new courses. Therefore we ask that this course be maintained for these purposes.

<u>There are 3 programs that list PCB 5275:</u> Biotechnology (B.S.),Biomedical Sciences (B.S.),Biomedical Sciences - Molecular and Cellular Biology Track (B.S.)

PCB 6595 **Regulation of Gene Expression** **3(3,0)**
PR: Advanced course in molecular biology of BSC 6407C.

Concepts of molecular biology focusing on major areas in transcriptional and translational processes.

<u>Rationale</u>: Unfortunately the primary reason this course has not been offered is due to the fact that the last faculty member who taught and developed the course left UCF to go to the FDA. We have new faculty who have been hired but who have not yet been assigned teaching that are good candidates to teach this course, thus we would ask to keep the course for our graduate programs. We also are in need of more 6000 level courses for our doctoral students and thus we intend to teach this course to help fulfill that need. <u>There are no programs that list PCB 6595.</u>

ZOO 5745C ~~**Essentials of Neuroanatomy**~~ **4(3,3)**
Neuroanatomical Pathways and their
Neurotransmitters

PR: Human/Comparative Anatomy, or Human/Animal Physiology or C.I.
Fundamental concepts of both morphological and functional organization of the nervous system.
Primary emphasis on human structure.
Abbrev (52 of 30): ~~Essentials of Neuroanatomy~~ **Neuroanatomical Pathways and their Neurotransmitters**
Rationale: This course has not been taught due to a lack of faculty time to do so; we have recently had a faculty member who was teaching anatomy leave, but have also recently hired new faculty members who will likely be able to teach this course. We also have a new Track in Neuroscience at the undergraduate level and one at the graduate level, so we would ask that the course be retained to support potentially both programs given that it is at the 5000 level. There is 1 program that lists ZOO 5745C: Biomedical Sciences (B.S.)

4. Course Deletions

College of Education and Human Performance Course Deletions

EBD 6226   **ED-CFCS**   **3(3,0)**
Theory and Application for Emotionally Handicapped PR: C.I. Study of various approaches to use in teaching emotionally handicapped children interpersonal and cognitive skills with special emphasis on the severe and moderate populations.
Rationale: Program faculty wish to delete this course.
There are no programs that list EBD 6226.

MHS 6930   **ED-E&HS**   **3(3,0)**
Current Trends in Counselor Education PR: MHS 5005 or 6500 or C.I. Current trends affecting the rapid changes in the counseling field.
Rationale: Program area faculty have decided to delete this course.
There are no programs that list MHS 6930.

College of Engineering and Computer Science Course Deletions

EEE 6371   **ECS-ECE**   **3(3,0)**
Advanced Electronics I PR: EEE 5378 or EEE 5370. Models for integrated-circuit active devices. Analysis and design of IC amplifiers. Feedback amplifiers. Frequency response and stability. Compensation of amplifiers.
Rationale: Course has not been offered in 5+ years and department didn't present materials to continue course. Indicated that it was fine to delete after original deadlines had passed. There are no programs that list EEE 6371.

EEE 6372   **ECS-ECE**   **3(3,0)**
Advanced Topics in Electronics PR: EEE 6371 or C.I. Advanced and current topics in electronics such as power electronics and semiconductor integrated circuits.

Rationale: Course has not been offered in 5+ years and department didn't present materials to continue course. Indicated that it was fine to delete after original deadlines had passed. <u>There are no programs that list EEE 6372.</u>

EEL 5881   **ECS-ECE**   **3(3,0)**
Software Engineering I PR: COP 4331C or C.I. Design, implementation, and testing of computer software for Engineering applications.
<u>Discussion with others</u>: Course has not been offered in 5+ years and department didn't present materials to continue course. Indicated that it was fine to delete after original deadlines had passed.
<u>There are no programs that list EEL 5881.</u>

EEL 6680   **ECS-ECE**   **3(3,0)**
Advanced Topics in Modern Control Systems PR: C.I. Introduces students to present-day issues in control systems analysis, design, and implementation.
<u>Rationale</u>: Course has not been offered in 5+ years and department didn't present materials to continue course. Indicated that it was fine to delete after original deadlines had passed. <u>There are no programs that list EEL 6680.</u>

EEL 6769   **ECS-ECE**   **3(3,0)**
Parallel Knowledge Processing Systems PR: EEL 6762 and EEL 5874 or C.I. Design and performance of computer architectures supporting parallel reasoning techniques, including concurrency in search algorithms, genetic algorithms, semantic networks, marker-propagation, and rule-based systems.
<u>Rationale</u>: Course has not been offered in 5+ years and department didn't present materials to continue course. Indicated that it was fine to delete after original deadlines had passed.
<u>There are no programs that list EEL 6769.</u>

College of Medicine Course Deletions

IDS 7691   **COM-BSBS**   **5(5,0)**
Structure-Function-Relationships of Biomolecules I PR: Admission to Biomolecular Sciences PhD program. First semester of a two semester sequence with lectures and literature dicussion of structure-function relationships of action and functions of biomolecules presented from an interdisciplinary perspective.
<u>Rationale</u>: This was the former version of our core courses in our Biomedical Science Ph.D. program when it was formally administered through the College of Graduate Studies. This course has been replaced with two new courses and are not within the IDS nomenclature, and thus have not been offered based on being replaced. We are fine with this being removed from the graduate catalog.
<u>There are no programs that list IDS 7691.</u>

IDS 7693   **COM-BSBS**   5(5,0)

Structure-Function-Relationships of Biomolecules II PR: Admission to PhD in Biomolecular Sciences and IDS 7691. Second semester of a two semester sequence with lectures and literature discussion of structure-function relationships of action and functions of biomolecules presented from an interdisciplinary perspective.

Rationale: This was the former version of our core courses in our Biomedical Science Ph.D. program when it was formally administered through the College of Graduate Studies. This course has been replaced with two new courses and are not within the IDS nomenclature, and thus have not been offered based on being replaced. We are fine with this being removed from the graduate catalog.

There are no programs that list IDS 7693.

College of Sciences Course Deletions

MMC 6402   **COS-COMM**   3(3,0)

Mass Communication Theory A study of mass communication theory and research traditions.

Discussion with others: n/a

Rationale: With the elimination of tracks, revised the core curriculum to include the proposed new course COM 6xxx Communication Theory which will replace the more narrow Mass Communication Theory and Modern Communication Theory that were previously required in the appropriate track.

There are no programs that list MMC 6402.

SPC 6219   **COS-COMM**   3(3,0)

Modern Communication Theory Comparative analysis of theories and models of human communication, behavior systems, encoding and decoding processes, interaction variables, and social context.

Discussion with others: n/a

Rationale: With the elimination of tracks, revised the core curriculum to include the proposed new course COM 6xxx Communication Theory which will replace the more narrow Mass Communication Theory and Modern Communication Theory that were previously required in the appropriate track.

There are no programs that list SPC 6219.

5. Course Continuations

College of Education and Human Performance Course Continuations

EDH 7638   **ED-CFCS**   **3(3,0)**
Advanced Seminar in Higher Education PR: Doctoral standing or C.I. Course explores "the enduring enigmas" in Higher Education, those long-contested controversies forging the patterns and traditions of our colleges and universities.
Rationale: The EdD in Educational Leadership--Higher Education track intends to use this course in its program.
There are no programs that list EDH 7638.

GEY 5600   **ED-CFCS**   **3(3,0)**
Physiology of Aging PR: BSC 2010C or PCB 3703C or APK 4110C or equivalent. The purpose of this course is to develop the student's understanding of the effects of human aging on various body systems.
Rationale: Program area faculty have determined that this course should be continued.
There are no programs that list GEY 5600.

College of Engineering and Computer Science Course Continuations

EEE 6326C   **ECS-MECH/AERO**   **3(1,2)**
MEMS Fabrication Laboratory PR: C.I. Silicon Nitride and Poly-silicon Depositions, Photolithography, Dry and Wet etching processes, Metal depositions and etching, MEMS device design and fabrication.
Rationale: The course has not been offering in 5 years but is currently scheduled for spring 18.
There are no programs that list EEE 6326C.