# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC) PROPOSAL FORM

## **Cover page** scroll over blue text to see further important [instructions](#instructions): [if not working select “COMMents on rollover” in your Word preferences under view] **please read these.**

**N.B. ALL numbered categories in section (A) must be completed. Please do not use highlight to select choices within a category but simply delete the options that do not apply to your proposal (e.g. in A.2 if this is a course revision proposal, just delete the creation and deletion options and the various program ones, so it reads “course revision”) Do not delete any of the numbered categories—if they do not apply leave them blank. If there are no resources impacted, please put “none” in each A. 7 category.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| A.1. [Course or program](#Proposal) | **Minor in Portuguese** | | | |  |
| [Replacing](#Ifapplicable) |  | | | |
| A. 1b. Academic unit | **Faculty of Arts and Sciences** | | | |  |
| A.2. [Proposal type](#type) | **Program:** [**revision**](#revision) | | | |  |
| A.3. [Originator](#Originator) | **Silvia Oliveira** | [Home department](#home_dept) | **Modern Languages** | | |
| A.4. [Context and Rationale](#Rationale) Must include additional information listed in smart tip for all [new programs](#type). If **online** course or program, you need to explain what mode(s) you plan to use and why you need that specific delivery. | **This proposal revises the Portuguese Minor to include any Portuguese course above 102 in sequence while maintaining a minimum of 18-20 credits, students will be required to consult with advisor on which courses to take.**  **The current Portuguese minor has a high proficiency entry level (equivalent to the 5th semester of language learning) which discourages beginner learners from continuing beyond PORT 102: Elementary Portuguese II (which fulfills the second language milestone requirement of General Education) and from minoring in Portuguese. With this revision, students can begin their minor in the 3rd semester of language learning.**  **Students can place into Portuguese courses by placement test, transfer credits, or direct enroll in PORT 101, and take courses according to the established sequence with prerequisites.** | | | | |
| A.5. [Student impact](#student_impact)  Must include to explain why this change is being made? | **Student impact is expected to be significant, as many students express frustration with the high proficiency entry level in the minor. Furthermore, beginner level students will be able to minor in Portuguese within 4 years.** | | | | |
| A.6. [Impact on other programs](#impact) | **None** | | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): | **None** | | | |
| [*Library*:](#library) | **None** | | | |
| *Technology (for in person delivery)*  The VP of Information Services should be consulted prior to submission and their acknowledgement signature included. | **\_\_RIC Campus**  **Projector | Smartboard | Doc camera |**  **Lecture capture (in the classroom) | Computer lab |** | | | |
| *Technology: (for online delivery. Must be RIC supported)*  The VP of Information Services should be consulted prior to submission and their approval signature included. | **Blackboard | Zoom | Collaborate | Kaltura**  **Lecture capture (online) | Video captioning |** | | | |
| [*Facilities*](#facilities): | **None** | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2024** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  | |
| A.10. INSTRUCTIONS FOR CATALOG COPY: Use the Word copy versions of the catalog sections found on the UCC Forms and Information page. Cut and paste into a single file **ALL the relevant pages from the college catalog that need to be changed.** Use tracked changes feature to show how the catalog will be revised as you type in the revisions. If totally new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all changes is preferred. Send catalog copy as a separate single Word file along with this form. | | | | | |
| A.11. List here (with the relevant urls), any RIC website pages that will need to be updated (to which your department does not have access) if this proposal is approved, with an explanation as to what needs to be revised: | | | | | |
| A. 12 **Check to see if your proposal will impact any of our** [**transfer** **agreements,**](file:///C:\Users\SAbbotson\Documents\Curriculum\ManualandWebsite\transfer%20agreements) **and if it does explain in what way. Please indicate clearly what will need to be updated, including any changes in prefix numbers/titles for TES.** | | | | | |
| A. 13 Check the section that lists “Possible NECHE considerations” on the UCC Forms and Information page and if any apply, indicate what that might be here and contact Institutional Research for further guidance. | | | | | |

### **E.** [**Program Proposals**](#program_proposals) **For IN-Person or mixed modalities (for fully online programs: see section F):**

### **Complete only what is relevant to your proposal. Delete section E. if not needed. PLease add in the 2020 CIP number for MAJOR revisions or new programs in E 2; these can be found at** [**https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56**](https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=56) **consult with Institutional research to be sure you select the correct one.**

|  | [Old (for revisions only)](#old_program) | New/revised |
| --- | --- | --- |
| E.1. [Enrollments](#enrollments)  Must be completed. | **Fall 2023 enrollments in the Portuguese minor: 9** | **Expected to increase** |
| E. 2. [2020 CIP number](#CIPnumber" \o "THESE CAN BE FOUND AT HTTPS://NCES.ED.GOV/IPEDS/CIPCODE/BROWSE.ASPX?Y=56 CONSULT WITH INSTITUTIONAL RESEARCH TO BE SURE YOU SELECT THE CORRECT ONE.) |  |  |
| E.3. [Admission requirements](#admissions) |  |  |
| E.4. [Retention requirements](#retention) | **Minimum 2.0 GPA** | **Minimum 2.0 GPA** |
| E.5. [Course requirements](#course_reqs) for each program option. Show the course requirements for the whole program here. | **Required: PORT 115, PORT 201, PORT 202**  **Electives: 6-8 credits at the 300 level** | **Minimum of 18-20 credits above PORT 102 in consultation with the Portuguese advisor** |
| E.6. [Credit count](#credit_count) for each program option | **18-20** | **18-20** |
| E.7. Note any needs for program accreditation (if relevant). | **N/A** | **N/A** |
| E.8 Program modality. Online percentage of delivery; calculate % within required hybrids and the total for the program cannot go over 49% | **Fully in-person** | **In person and Mixed course types (up to 40 % online)**  2 courses counting in the minor may be taken in online or hybrid modalities (8 credits = 40%). |
| E.9 Will any classes be offered at sites other than RIC campus or the RI Nursing Ed. Center?\* | **NO** | **NO** |
| E. 10. Do these revisions reflect more than 25% change to the [program?\*](file:///C:\Users\sabbotson\Documents\Curriculum\Program%20goals) |  | **NO** |
| E.11. [Program goals](file:///C:\Users\sabbotson\Documents\Curriculum\Program%20goals)  Needed for all new programs | **1. Demonstrate Portuguese Language Proficiency.**  **2. Demonstrate understanding of Lusophone Literary and Cultural Texts, Traditions.**  **3. Demonstrate cultural understanding and cultural diversity.**  **4. Recognize different linguistic registers.**  **5. Demonstrate ability to write essays using techniques of literary analysis and knowledge of MLA conventions.** | **1. Demonstrate Portuguese Language Proficiency**  **2. Demonstrate understanding of Lusophone Literary and Cultural Texts, Traditions.**  **3. Demonstrate cultural understanding and cultural diversity.**  **4. Recognize different linguistic registers.**  **5. Demonstrate ability to write essays using techniques of cultural and literary analysis and knowledge of MLA conventions.** |
| E.12. Other changes if any |  | **JAA Transfer agreement will be updated to mirror the new requirements. New 2+2 will be proposed.** |

\* If answered YES to either of these questions will need to inform Institutional Research and get their acknowledgement on the signature page.

## **G. Signatures**

* **Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair**.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and their relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to [curriculum@ric.edu](mailto:curriculum@ric.edu) to the current Chair of UCC. Check UCC website for due dates. **Do NOT convert to a .pdf.**

##### G.1. Approvals: required from programs/departments/deans who originate the proposal. THESE may include multiple departments, e.g., for joint/interdisciplinary proposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Silvia Oliveira | Program Director of Portuguese | Sílvia Oliveira | 9/7/2023 |
| Eliani Basile | Chair of Modern Languages | Approved by email | 9/7/2023 |
| Quenby Hughes | Dean of FAS |  | 9/15/2023 |
|  |  |  | Tab to add rows |

##### G.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS (and their relevant deans if not already included above) that are IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION; all faculty are welcome to attend.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
| Erin Papa | Program Director of World Languages Education/FSEHD | Erin Papa | 9/18/23 |
| Carol Commings | Dean of FSEHD | Carol A. Cummings | 9/25/23 |
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