

UMBC UGC Instructions for Change in Existing Course Form (Revised 4/2016)

Course number & title: Enter the current course number and title of the course at the top of the page.

Date submitted: The date that the form will be submitted to the UGC.

Effective date: The semester that the change will be effective, if approved.

Contact information: Provide the contact information of the Chair or UPD of the department housing the course. If the course is not housed in a department or program, then provide the same information for the head of the appropriate academic unit. (See UGC Procedures.) If another faculty member should also be contacted for questions about the request and be notified about UGC actions on the request, include that person's contact information on the second line.

Course information: Provide all of the current information for this course. Check the "change" column for aspects of the course that will be changed by this proposal and provide the specific changes. Unchanged fields may be left blank under the "proposed" column. *Note: all 300- and 400-level courses must have prerequisites or recommended preparation.*

Course number: For cross-listed courses, provide all the numbers for the course.

Transcript title: Limited to 30 characters, including spaces. Leave the current transcript title blank if this is not known.

Recommended Course Preparation: *Please note that all 300 and 400 level courses should have either recommended course preparation(s) or prerequisite(s) and that 100 or 200 level courses may have them.*

Here fill in what previous course(s) a student should have taken to succeed in the course. These recommendations will NOT be enforced by the registration system. Please explain your choices in the "rationale" (discussed below).

Prerequisite: *Please note that all 300 and 400 level courses should have either recommended course preparation(s) or prerequisite(s)* Here fill in course(s) students need to have taken before they enroll in this course. These prerequisites will be enforced through the registration system. Please explain your choices in the "rationale" (discussed below).

NOTE: Please use the words "AND" and "OR", along with parentheses as appropriate, in the lists of prerequisites and recommended preparation so that the requirements specified will be interpreted unambiguously.

NOTE: Unless otherwise indicated, a prerequisite is assumed to be passed with a "D" or better.

of credits: To determine the appropriate number of credits to assign to a course please refer to the [UMBC Credit Hour Policy](#) which articulates the standards for assignment and application of credit hours to all courses and programs of study at UMBC regardless of degree level, teaching and learning formats, and mode of instruction.

Maximum total credits: This should be equal to the number of credits for courses that cannot be repeated for credit. For courses that may be repeated for credit, enter the maximum total number of credits a student can receive from this course. E.g., enter 6 credits for a 3 credit course that may be taken a second time for credit, but not for a third time. Please note that this does NOT refer to how many times a class may be retaken for a higher grade.

Grading method(s): Please review the [grading methods document](#) (this link can be found on the UGC forms page) before selecting a grading option. Please do not select all three grading options by default.

Current catalog description: Provide the course description as it appears in the current undergraduate catalog or since the last UGC-approved change.

Proposed catalog description: If this proposal involves a change in the course description, provide the exact wording of the course description as it will appear in the next undergraduate catalog. Course descriptions should be a) no longer than 75 words, b) stated in complete sentences, and c) avoid reference to specific details that may not always pertain (e.g., dates, events, etc.). Leave blank if this proposal does not change the course description. Course descriptions should not repeat information about prerequisites (which are always listed alongside the course description).

Rationale including a pedagogical justification to any changes in course level: Provide a brief explanation for the need for the proposed changes.

Cross-listed courses: Requests to change cross-listed courses must be accompanied by letters of support via email from all involved department chairs. Proposals for the addition of a cross-listing to an existing course must include as a part of the rationale the specific reason why cross-listing is appropriate. Email from all involved department chairs is also required when cross-listing is removed and when a cross-listed course is discontinued. Please note that Special Topics cannot be cross-listed.

Note: the UGC form is a Microsoft Word form. You should be able to enter most of the information by tabbing through the fields. The document is protected. In the rare case that you need to unprotect the document, use the password 'ugcform'. Beware that you will lose all the data entered in the form's fields if you unlock and lock the document.

UMBC UGC Change in Existing Course: ART 346 : Moving Images III

Date Submitted: 9/5/17

Proposed Effective Date: Spring 2018

	Name	Email	Phone	Dept
Dept Chair or UPD	Preminda Jacob	Pjacob2@umbc.edu	X51656	Visual Arts
Other Contact	Jules Roskam	jrosskam@umbc.edu	X52151	Visual Arts

COURSE INFORMATION: (please provide all information in the "current" column, and only the information changing in the "proposed" column)

change		current	proposed
<input type="checkbox"/>	Course Number(s)		
X	Formal Title	Moving Images III	Intermediate Documentary Production
X	Transcript Title (≤30c)	Moving Images III	Int. Documentary Production
X	Recommended Course Preparation	ART 305 & ART 315	ART 305 & ART 324 OR ART 325
X	Prerequisite NOTE: Unless otherwise indicated, a prerequisite is assumed to be passed with a "D" or better.	ART 305 & ART 315 with a "C" or better & the Visual Arts Milestone (portfolio review)	ART 305 with a "B" or better & the Visual Arts Milestone (portfolio review)
<input type="checkbox"/>	# of Credits Must adhere to the UMBC Credit Hour Policy	3	3
<input type="checkbox"/>	Repeatable?	<input type="checkbox"/> Yes X No	<input type="checkbox"/> Yes X No
<input type="checkbox"/>	Max. Total Credits	3	3 Max. Total Credits: This should be equal to the number of credits for courses that cannot be repeated for credit. For courses that may be repeated for credit, enter the maximum total number of credits a student can receive from this course. E.g., enter 6 credits for a 3 credit course that may be taken a second time for credit, but not for a third time. Please note that this does NOT refer to how many times a class may be retaken for a higher grade.
<input type="checkbox"/>	Grading Method(s)	X Reg (A-F) <input type="checkbox"/> Audit <input type="checkbox"/> Pass-Fail	X Reg (A-F) <input type="checkbox"/> Audit <input type="checkbox"/> Pass-Fail

CURRENT CATALOG DESCRIPTION:

Advanced production course for exploration of high-definition video through creation of individual projects. A workshop environment introduces students to high-end HD camcorders, workflow options and the HD post-production environment. Technical instruction, pertinent cinematic examples and conceptual discussions, provide key experiences toward developing production strategies and discovering the inherent aesthetic potential of HD imaging. **Note:** ART 346: is the gateway course and must be passed with a grade of "B" or better for students to continue on to upper-level Cinematic Arts courses.

PROPOSED CATALOG DESCRIPTION (Approximately 75 words in length. Please use full sentences):

In this class we will immerse ourselves in documentary cinema as both makers and appreciators/critics. Students will familiarize themselves with documentary filmmaking as both a genre and as a mode of production. Students will have hands-on experiences with all facets of non-fiction filmmaking and will consider aesthetic and conceptual issues particular to documentary films. Students will leave the class with a completed documentary film of their own making.

RATIONALE FOR CHANGE:

The proposed change will focus on digital media production from the perspective of documentary film and video art traditions. Previously, we tried to encompass experimental, documentary and narrative and cinema in one course (ART 305). AParsing these out into two intermediate level courses (ART 315 & ART 346) will provide a more in-depth and complex course of study for students, allowing them to master more filmmaking practices. Students will

be required to take ART 305 (Introduction to Cinematic Arts) before taking this course **ART 346** (Intermediate Documentary Production). This course will be offered every Fall semester.