

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 392, Teaching Artist = Change Agent

Date Submitted: January 29, 2019

Proposed Effective Date: Fall, 2019

	Name	Email	Phone	Dept
Dept Chair or UPD	James Smalls	smalls@umbc.edu	X5-2150	Visual Arts
Other Contact	Stephen Bradley	sbradley@umbc.edu	X5-2750	Visual Arts

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

change		current	proposed
X <input type="checkbox"/>	Course Number(s)	ART 392	ART 400
<input type="checkbox"/>	Formal Title	Teaching Artist = Change Agent	
<input type="checkbox"/>	Transcript Title (≤30c)	Teaching Artist	
X <input type="checkbox"/>	Recommended Course Preparation		ART 215 or ENTR 200 or ENTR 201, passed with a “C” or better or permission of the instructor.
<input type="checkbox"/>	Prerequisite NOTE: Unless otherwise indicated, a prerequisite is assumed to be passed with a “D” or better.		
<input type="checkbox"/>	# of Credits Must adhere to the UMBC Credit Hour Policy	3	
<input type="checkbox"/>	Repeatable?	<input type="checkbox"/> Yes X <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	Max. Total Credits	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 <input type="checkbox"/> Reg (A-F) <input type="checkbox"/> Audit <input type="checkbox"/> Pass-Fail	<input type="checkbox"/> Reg (A-F) <input type="checkbox"/> Audit <input type="checkbox"/> Pass-Fail

CURRENT CATALOG DESCRIPTION:

Teaching Artist = Change Agent course is for Dance, Music, Theatre, Visual Arts, Media Studies, English, undergraduates, as well as those interested in social entrepreneurship, to explore civic engagement through arts integration, with a focus on the role and career of teaching artists in Maryland’s PreK-12 communities. Young Audiences/Arts for Learning (YAMD) is a non-profit organization specializing in connecting teaching artists with during-school and after-school settings to help increase PreK-12 student engagement and raise student achievement.

PROPOSED CATALOG DESCRIPTION (Approximately 75 words in length. Please use full sentences): leave blank if no changes are being proposed to the catalog description. NOTE: information about prerequisites should NOT appear in the catalog description.)

Teaching Artist = Change Agent course is for Dance, Music, Theatre, Visual Arts, Media Studies, English, undergraduates, as well as those interested in social entrepreneurship, to explore civic engagement **through the arts**, with a focus on the role and career of teaching artists in Maryland’s PreK-12 communities. Young Audiences/Arts for Learning (YAMD) is a non-profit organization specializing in connecting teaching artists with during-school and after-school settings to help increase PreK-12 student engagement and raise student achievement.

RATIONALE FOR CHANGE:

The current course number, ART 392 is linked with Visual Arts “special topics,” that changes from semester to semester depending on the faculty teaching the research course. Changing the course to a unique 400# establishes a more permanent offering at an advanced level that students can take as an elective. This course is considered a research course exploring a new career path available to creative students exploring ways to practice their artistic craft within the context of a K-12 environment without having to be a certified teacher. The course number change is in alignment with Entrepreneurial Minor requirements.

Proposed catalog description change makes a subtle but important change from “arts integration” to a more general term, “through the arts,” that reflects a language shift and fine tuning of what the course objectives will explore within the K-12 school community in which the course content is focused.