

From: [Mitch Masters](#)
To: [Fernando Unzueta](#); [Rachel Sanabria](#)
Cc: [Vankeerbergen, Bernadette](#); [Williams, Valarie](#)
Subject: A&H2 Subcmte Feedback on SPPO Programs
Date: Friday, April 29, 2011 7:56:13 PM

Dear Fernando and Rachel -

I am chair of the Arts & Humanities 2 (Humanities Intensive) subcommittee of CCI. Our subcommittee reviewed the BA and minor programs you recently submitted and, I am happy to say, voted unanimously to approve them all to be forwarded to the full CCI for review, pending some corrections and clarifications that I list here (taken from the minutes of our meeting).

Portuguese BA

- > PACER form: Credit Hour Explanation: 3rd line: add credit hours: 50 for column A (quarter) and 30 for column C (semester).
- > Need program learning goals; need curriculum map.
- > Need chair's letter.
- > Need transition policy.
- > Does department want to create 4998 (H) and 4999?
- > Semester program description:
 - o Single asterisk is found after 2597.01 and 2597.02 but no explanation is provided.
 - o At bottom of page, double asterisk is linked to nothing in actual sheet.
- > Semester Program Form:
 - o Remove address line.
 - o "Colleges" needs to be changed to "College" at the top of the form.

Portuguese Minor

- > PACER form: Credit Hour Explanation:
 - o 3rd line: add credit hours: 20 for column A (quarter) and 12 for column C (semester).
 - o 5th line: add credit hours: 0 for column A (quarter) and 0 for column C (semester).

- > Need chair's letter.
- > Need transition policy (or put that information in Valarie Williams' letter)
- > Two 6000-level courses need explanation (e.g., an asterisk) that permission of advisor and instructor is needed.
- > Semester Program Form:
 - o Remove address line.
 - o "Colleges" needs to be changed to "College".

Spanish BA (includes H BA)

- > Ask Department to separate regular BA and H BA.
- > There are too many program goals; some goals should be provided for the individual tracks: Valarie Williams will send samples from other Departments.
- > Complete the blank rows in the PACER chart.
- > Add curriculum map.
- > Need Chair's letter (with program rationale and transition policy).
- > Semester program description:
 - o Typo: Sentence at top: "The Spanish major consists of a minimum of 50 credit hours..." should say "33 credit hours".
 - o Immersion is not accompanied by credit. Is it 0 count? Or do students need 3 more cr? Ask unit to clarify. Also there is no 3400+ study abroad course listed. This may have implications for the PACER chart.
- > Does department want to create 4998 (H) and 4999?
- > Semester Program Form:
 - o Remove address line.
 - o "Colleges" needs to be changed to "College".
 - o SLRPE: is an aptitude test. (This should be mentioned earlier in proposal on program description.)
 - o Here too, immersion component is not associated with any credit (SPPO website provides some information). More information should be given.
- > Formatting of documents:
 - o Use page breaks.
 - o Align numbers in 4-year plans.

Honors version:

- > Again not clear what immersion requirement is; also need information on SLRPE
- > Semester Program Form:
 - o Remove address line.
 - o "Colleges" needs to be changed to "College".

Spanish Minor

- > Ask Department to separate regular minor and honors minor.
- > Need chair's letter (with transition policy).
- > Fill out PACER table.
- > Semester program description:
 - o Orientation hours: 3450/3450H: hard to understand; why not write (H) as for 3401(H) and 3403(H)? This problem may be resolved when the honor's version is split out.
 - o 4551 (EH) is followed by asterisk, but no explanation accompanies this asterisk.
- > Semester Program Form:
 - o Remove address line.
 - o "Colleges" needs to be changed to "College".

Spanish Minor for Business

- > Need chair's letter (with transition policy).
- > Semester program description: second course: Likely typo: It refers to "3401h" but should probably say 3403H. (The formatting could be improved here, too.)
- > Semester Program Form:
 - o Remove address line.
 - o "Colleges" needs to be changed to "College".

Andean and Amazonian Studies Minor

- > PACER form:
 - o Add MN in program code.
 - o Credit Hour Explanation: Delete "15" on 4th line (column C); add "6" on 7th line (column C).
- > Need chair's letter (with transition policy).
- > Semester Program Form: Remove address line.

Latino Studies Minor

- > PACER form:
 - o Add MN in program code.
 - o Credit Hour Explanation: Delete "15" on 4th line (column C).
- > Need chair's letter (with transition policy).
- > Typos on semester advising sheet:
 - o First paragraph: 'The minor attends to all (should be: a) variety of cultural phenomena as well as social and historical event (should be: events)..."
 - o Fifth paragraph: "This might also occasion the exploration of Latina/o cultural phenomena as it interfaces with that arising out of communities ..." (should be: they interface with those)
- > Semester Program Form: Remove address line.

If you have any questions, please don't hesitate to contact me or Val Williams.

Sincerely,
Mitch Masters