



4120 Smith Laboratory
174 W. 18th Avenue
Columbus, OH 43210

Phone (614) 292-6736
Fax (614) 292-5678

artsandsciences.osu.edu

July 16, 2011

To: W. Randy Smith, Vice Provost, Office of Academic Affairs
From: Terry L. Gustafson, Special Assistant to the Executive Dean for Semester Conversion

Re: Arts and Sciences Program Proposals from the Arts and Humanities Division

Arts and Sciences is pleased to submit the following programs from the Arts and Humanities Division to the Office of Academic Affairs for conversion from quarters to semesters. The programs have been approved by the faculty members and chair of the originating unit, and reviewed and approved by the divisional advisory panel, a subcommittee of the ASC Committee on Curriculum and Instruction (CCI), and the full CCI. The vote for approval of all programs at the full CCI was unanimous.

Program Name	Academic Plan Code	Conversion Designation	CCI Approval	Last Revision
American Indian Studies Minor	AMINSTD-MN	Converted	7/8/2011	1/14/2009
Medieval and Renaissance Studies BA	MEDREN-BA	Converted	7/6/2011	Prior to 2006
Medieval and Renaissance Studies Minor	MEDREN-MN	Converted	7/6/2011	Prior to 2006
Jewish Studies BA	JEWSHST-BA	Converted	7/13/2011	Prior to 2006
Spanish BA	SPANISH-BA	Converted	7/14/2011	8/22/2009
Spanish Honors BA	SPANISH-BA	Converted	7/14/2011	8/22/2009
Portuguese BA	PORTGES-BA	Converted	7/14/2011	8/9/2009
Spanish Minor	SPANISH-MN	Converted	7/14/2011	Prior to 2006
Spanish Honors Minor	SPANISH-MN	Converted	7/14/2011	Prior to 2006
Spanish Minor for Business	SPNBUS-MN	Converted	7/14/2011	Prior to 2006
Portuguese Minor	PORTGES-MN	Converted	7/14/2011	10/7/2009
Andean and Amazonian Studies Minor	ANAM-MN	Converted	7/14/2011	3/3/2010
Latino Studies Minor	LLSTDS-MN	Converted	7/14/2011	1/21/2009

Arts and Sciences General Education (GE) Program: The GE program for untagged B.A. and B.S. degrees in Arts and Sciences was approved by the Council on Academic Affairs on May 26, 2010, after receiving approval from the Arts and Sciences Faculty Senate. All the programs presented here follow the approved GE program.

College of Arts and Sciences Transition Policy: The College of Arts and Sciences is committed to the principles outlined in the university's Pledge to Undergraduate Students. Each unit has a plan on how best to assist its majors and minors through the transition. And the Arts and Sciences

Academic Advising Services will advise students on how to transition their GE program. Dual advising is the existing process used in Arts and Sciences and will continue under semesters.

Additional Notes on the Submitted Programs:

Note that the Andean and Amazonian Studies minor and the Latino Studies minor are not new programs. The program codes were not in curriculum.osu.edu, so they were entered as new.

Status: PENDING

PROGRAM REQUEST
Portuguese Minor

Last Updated: Williams, Valarie Lucille
07/12/2011

Fiscal Unit/Academic Org	Spanish & Portuguese - D0596
Administering College/Academic Group	Humanities
Co-administering College/Academic Group	
Semester Conversion Designation	Converted with minimal changes to program goals and/or curricular requirements (e.g., sub-plan/specialization name changes, changes in electives and/or prerequisites, minimal changes in overall structure of program, minimal or no changes in program goals or content)
Current Program/Plan Name	Portuguese Minor
Proposed Program/Plan Name	Portuguese Minor
Program/Plan Code Abbreviation	PORTGES-MN
Current Degree Title	

Credit Hour Explanation

Program credit hour requirements		A) Number of credit hours in current program (Quarter credit hours)	B) Calculated result for 2/3rds of current (Semester credit hours)	C) Number of credit hours required for proposed program (Semester credit hours)	D) Change in credit hours
Total minimum credit hours required for completion of program		20	13.3	12	1.3
Required credit hours offered by the unit	Minimum	20	13.3	12	1.3
	Maximum	20	13.3	12	1.3
Required credit hours offered outside of the unit	Minimum	0	0.0	0	0.0
	Maximum	0	0.0	0	0.0
Required prerequisite credit hours not included above	Minimum	10	6.7	6	0.7
	Maximum	20	13.3	12	1.3

Program Learning Goals

Note: these are required for all undergraduate degree programs and majors now, and will be required for all graduate and professional degree programs in 2012. Nonetheless, all programs are encouraged to complete these now.

Program Learning Goals •

Assessment

Assessment plan includes student learning goals, how those goals are evaluated, and how the information collected is used to improve student learning. An assessment plan is required for undergraduate majors and degrees. Graduate and professional degree programs are encouraged to complete this now, but will not be required to do so until 2012.

Is this a degree program (undergraduate, graduate, or professional) or major proposal? No

Program Specializations/Sub-Plans

If you do not specify a program specialization/sub-plan it will be assumed you are submitting this program for all program specializations/sub-plans.

Pre-Major

Does this Program have a Pre-Major? No

Attachments

- A and H CL.SPPO.U.doc: A and H Cover Letter
(Letter from the College to OAA. Owner: Williams, Valarie Lucille)
- CCI Subcmte Chair Letter - Spanish & Portuguese programs.doc: CCI Subcommittee Chair Letter
(Other Supporting Documentation. Owner: Vankeerbergen, Bernadette Chantal)
- Cover Letter Semester Conv Rev2.docx
(Letter from Program-offering Unit. Owner: Sanabria, Rachel A.)
- SPPO transition semester conv plan.docx
(Transition Policy. Owner: Sanabria, Rachel A.)
- Portuguese Minor DOCS.docx
(Program Proposal. Owner: Sanabria, Rachel A.)

Comments

Workflow Information

Status	User(s)	Date/Time	Step
Submitted	Sanabria, Rachel A.	04/25/2011 12:33 PM	Submitted for Approval
Approved	Sanabria, Rachel A.	04/25/2011 12:59 PM	Unit Approval
Revision Requested	Williams, Valarie Lucille	04/28/2011 03:52 PM	College Approval
Submitted	Sanabria, Rachel A.	05/20/2011 02:08 PM	Submitted for Approval
Approved	Sanabria, Rachel A.	05/20/2011 02:27 PM	Unit Approval
Approved	Williams, Valarie Lucille	05/26/2011 10:36 PM	College Approval
Revision Requested	Vankeerbergen, Bernadette Chantal	06/03/2011 04:37 PM	ASCCAO Approval
Submitted	Sanabria, Rachel A.	07/12/2011 12:24 PM	Submitted for Approval
Approved	Sanabria, Rachel A.	07/12/2011 12:29 PM	Unit Approval
Approved	Williams, Valarie Lucille	07/12/2011 06:17 PM	College Approval
Pending Approval	Nolen, Dawn Jenkins, Mary Ellen Bigler Meyers, Catherine Anne Vankeerbergen, Bernadette Chantal Hanlin, Deborah Kay	07/12/2011 06:17 PM	ASCCAO Approval



Department of Evolution, Ecology, and Organismal Biology

College of Biological Sciences
318 West 12th Avenue
Columbus, OH 43210-1293

Phone (614) 292-8088
Fax (614) 292-2030

May 29, 2011

Professor Larry Krissek
Chair, Arts and Sciences CCI
Re: Programs in Spanish and Portuguese

Dear Professor Krissek:

The CCI's Arts and Humanities 2 subcommittee met on April 27, 2011, and reviewed the semester programs submitted by the Department of Spanish and Portuguese:

BA in Spanish
BA in Spanish - Honors
BA in Portuguese
Minor in Spanish
Minor in Spanish - Honors
Minor in Spanish Business
Minor in Portuguese
Minor in Andean and Amazonian Studies
Latino Studies Minor

The programs seemed to be in good order, except for needing such things as program goals, a curriculum map, a letter from the chair, and transition plans. We therefore asked the department to resubmit, and we provided a list of additional minor corrections and clarifications to consider. The subcommittee voted unanimously to send the programs on to the full CCI, pending satisfactory revision. I have looked over the revised programs, and the remaining problems I noticed are non-substantive and can be taken care of in the next round of revisions, assuming the programs need to be sent back again.

BA in Spanish

- On the semester program description and advising sheets it is not clear where a student goes to find a list of approved courses satisfying the "immersion" component.
- On the 4-year plans, there are numerous alignment problems.
- The goals given in curriculum map have not been revised to remove "will" and "will be able to" to match the goals on the PACER form.

BA in Spanish – Honors

- Nothing noted.

BA in Portuguese

- In the first goal on the PACER form, a “will” escaped eradication.
- On the 4-year plan, alignment of numbers could be standardized.
- As for the BA in Spanish, the goals given in curriculum map have not been revised to remove “will” and “will be able to” to match the goals on the PACER form.

Minor in Spanish

- In the semester description “3450/3450H” should be changed to match the two previous entries (e.g., “3401(H)”).
- On the semester advising sheet, “Colleges” of Arts and Sciences should be corrected, and the semester course numbers need to be inserted in place of the quarter course numbers.

Minor in Spanish - Honors

- On the semester advising sheet, “Colleges” of Arts and Sciences should be corrected.

Minor in Portuguese

- In the program description, the two 6000-level courses listed should have an addendum (e.g., an asterisk) that permission of the instructor or advisor is required to take these courses.

Minor in Spanish for Business

- Nothing noted.

Minor in Andean and Amazonian Studies

- On the last line of the PACER table, column C, should probably put a “6”.

Minor in Latino Studies

- Nothing noted

Sincerely,



Wm. Mitchell Masters
A&H2 Subcommittee Chair
Associate Professor of Biology



College of Arts and Sciences

186 University Hall
230 North Oval Mall
Columbus, OH 43210

Phone (614) 292-1667
Fax (614) 292-8666

Web artsandsciences.osu.edu

May 20, 2011

Lawrence Krissek, Professor of Earth Sciences
Faculty Chair, CCI
College of Arts and Sciences

Dear Larry,

The Department of Spanish and Portuguese has completed and submitted its proposals for the semester versions of its nine undergraduate programs:

Major Programs:

Bachelor of Arts in Spanish
Bachelor of Arts in Spanish Honors
Bachelor of Arts in Portuguese

Minor Programs:

Minor in Spanish
Minor in Spanish Honors
Minor in Spanish Business
Minor in Portuguese

Minor Interdisciplinary Programs:

Minor in Andean and Amazonian Studies
Latino Studies Minor

The Arts and Humanities Disciplinary Advisory Panel for Curriculum within the College of Arts and Sciences reviewed, provided feedback to the department, and unanimously approved the undergraduate programs during its meeting on April 13, 2011. We are now forwarding them for review at full CCI. Please note that the Spanish BA, Spanish Honors BA, and Portuguese BA have assessment plans on file with OAA, verified October 15, 2010.

With regard to the transition plans, the Department of Spanish and Portuguese has provided a GE and pre-requisite transition plan, one that provides credit for quarter courses taken on the new semester program. For the GE/pre-requisites for the minor, the department has provided a detailed listing by chapter of the book *Amistades* for how the courses Spanish 101-104 translate to Spanish 1101-1103. For the language of Portuguese, students transition through individualized instruction, and Quecha has taken the semester conversion opportunity to now apply for GE status. As Dr. Unzueta's letter states, courses under quarters will be counted under semesters in this time of transition for programs and majors and minors housed within Spanish and Portuguese.

Most specifically, I have highlighted the important changes for the programs below:

Bachelor of Arts in Spanish: The BA in Spanish was last revised and approved by CAA on August 22, 2009. The BA in Spanish is changing with minimal conversion status. There were 50 credit hours required on quarters with 24 credit hours in pre-requisites, and its semester-based version is 33 hours required under semesters with 15 credit hours in pre-requisites. The department chose to retain its four non-transcriptable tracks/concentrations: Peninsular Literatures and Cultures (name changed to Iberian under semesters), Latin American Literatures and Cultures, Hispanic Linguistics, and Hispanic Studies. Each track/concentration shares the same pre-requisites. The quarter version included 101-104 and 250 and the “SLRPE¹” exam, and the semester version includes the same 1101-1103, and 2202.01 or 2202.51--.01 classroom and .51 individualized or self-paced study--, and the “SLRPE” exam. Each track/concentration has the same “Orientation Courses” required under semesters as it did under quarters, (3401 (401), 3403 (403), 3450 (450), and 3404 (404), and the same individual requirements, with Iberian, Latin American, and Hispanic Linguistics having common categories: Concentration Requirement, Diversification Requirement, Senior Seminar, and Electives. Hispanic Studies concentration has specific courses that are selected from various groupings and a Senior Seminar requirement. Quarter and Semester 4-year-plans that include major coursework and GE coursework are included for comparison. As detailed in Dr. Unzueta’s letter, the department took the opportunity to “housekeep,” and it moved content from one course to another, aligned credit hours so that their courses reflect the typical 3 credit hour semester course in all of their Orientation Courses, and included writing in courses at the 3000 and 4000 levels.

Bachelor of Arts in Spanish Honors: The BA in Spanish Honors was last revised and approved by CAA on August 22, 2009. The BA in Spanish Honors is changing with minimal conversion status. There were 50 credit hours required on quarters with 24 credit hours in pre-requisites, and its semester-based version is 33 hours required under semesters with 15 credit hours in pre-requisites. The quarter version pre-requisites included 101-104, 250, and the “SLRPE” exam, and the semester version includes the same 1101-1103, 2202, and the “SLRPE” exam. There are three tracks or concentrations under quarters, and there are three tracks or concentrations under semesters. The “Orientation Courses” are the same three honors courses required under quarters (3401H (401H), 3403H (403H), 3450H (450H)). The program retains its Senior Seminar Requirement and its “Immersion” Requirement—an approved Study Abroad or Spanish in Ohio experience. The option of *graduation with distinction* remains the same, and is in addition to the Spanish BA Honors requirements, however requirements for *graduation with distinction* are noted on the Spanish BA Honors advising sheet in semesters just as they were under quarters.

Bachelor of Arts in Portuguese: The BA in Portuguese was last revised and approved by CAA on August 9, 2009. The BA in Portuguese is changing with minimal conversion status. There were 50 credit hours required on quarters with 10-20 credit hours in pre-requisites, and its semester-based version is 30 hours required under semesters with 6-12 credit hours in pre-requisites. The two required “Orientation Courses” under quarters, 401 and 450, are required under semesters as 3401 and 3450. The requirements of 2 courses at the upper division in “Advanced Language and Linguistics” and 4 courses at the upper division in “Literature and Culture,” and 2 courses (6 credit hours) of “Electives” are the same in semesters as they were under quarters. The department included in its semester proposal a quarter version of courses and pre-requisite coursework for both the major and the minor and the semester equivalents for

¹ Spanish Language and Reading Proficiency Exam given to all students before taking 3000 and 4000 level coursework in the major or minor program.

ease in reviewing, and a four year plan under quarters and under semesters for comparison purposes.

Minor in Spanish: the Minor in Spanish was last revised and approved by CAA previous to 2006 as there are no electronic ASC records after 2006 that indicate approval. The minor is changing with minimal conversion. There were 20 credit hours required on the quarter version, and there are 15 credit hours required under the semester version. The requirement of the “Orientation Courses” is the same: Spanish 3401 (401), 3403 (403), and 3450 (450), plus the selection of two courses from a list of categories: Iberian Literatures and Cultures (changed from Peninsular), Latin American Literatures and Cultures, Hispanic Linguistics, and Electives. The pre-requisites for the minor were 20 credit hours under quarters and are 12 under semesters, with the same proficiency through 1103 (104).

Minor in Spanish Honors: The Minor in Spanish Honors was last revised and approved by CAA previous to 2006 as there are no electronic ASC records after 2006 that indicate approval. The minor is changing with minimal conversion. There were 22 credit hours, five courses, required on the quarter version, and there are 15 credit hours, five courses, required under the semester version. The quarter requirements translate directly to the semester requirements of Spanish 3401H (401H), 3403H (403H), and 3450H (450H), plus the selection of two courses, one of which *must* carry the “H” status, from a selected list of categories: Iberian Literatures and Cultures (changed from Peninsular), Latin American Literatures and Cultures, Hispanic Linguistics, and Additional Course Options. The pre-requisites for the minor were 0-24 credit hours under quarters and are 0-15 under semesters, with the same proficiency through 1103 (104) and one additional course.

Minor in Portuguese: The Minor in Portuguese was last revised and approved by CAA on October 7, 2009. The minor is changing with minimal conversion. There were four courses required on the quarter version for a total of 20 credit hours, and there are four courses required on the semester version for a total of 12 credit hours. The choice from among the four courses is the same: one course from Portuguese 3401 (401), 3402 (402), or 3403 (403); 3450 (450); one course from Advanced Portuguese Language and Linguistics; and one course from Portuguese Literature and Culture. The pre-requisites for the minor were 10-20 credit hours under quarters and are 6-12 under semesters, with proficiency through the equivalent of 1103 (104).

Minor in Spanish Business: The Minor in Spanish Business was last revised and approved by CAA previous to 2006 as there are no electronic ASC records after 2006 that indicate approval. The minor is changing with minimal conversion. There were 23 credit hours, five courses, required on the quarter version, and there are 15 credit hours, five courses, required under the semester version. The exact same five courses taught and required under quarters are required and taught under semesters: 3401(401), 3403, (403), 3406 (406), 2506 (506), and 4606 (606). The pre-requisites for the minor were 20 credit hours under quarters and are 12 under semesters, with proficiency through 1103 (104).

Minor in Andean and Amazonian Studies: The Minor in Andean and Amazonian Studies was approved by CAA on March 3, 2010. The minor is changing with minimal conversion. There were 25 credit hours beyond the 10 hours of pre-requisite credits under quarters and there are 15 credit hours beyond the 6 hours of pre-requisite credits under semesters. Students still take the same two required courses, choose 2 courses from a selected list of core courses, and are allowed 1 course from an electives category. The same two Required Courses are required under semesters as they were under quarters: History 2111 (368.02) and Spanish 2332 (332). The

same Core Courses listings are available under semesters as they were under quarters, and the Electives listings include new courses from History. Please note that previously this minor was housed in ASC Interdisciplinary Programs Office, and with the re-structuring in Arts and Sciences has moved to be administratively housed in the Department of Spanish and Portuguese. Due to a glitch in the computer program, PACER, we were unable to upload the program as “old” and instead we had to list it as “new.” The Credit Hour Explanation Chart only lists the number of credit hours required for the minor because the minor program includes courses from multiple units, and there is no one “unit” from which the minor draws.

Minor in Latino Studies: The Minor in Latino Studies was last revised and approved by CAA on January 21, 2009. The minor is changing with minimal conversion. There were 25 credit hours required under quarters and there are 15 required under semesters. Students choose one of three focus areas: Culture and Literature, History, or Social Issues, just as they did under quarters. The same core course Comp Studies 2322 (242)/Spanish 2242 (now cross-listed with Spanish) is required of all three focus areas. Several new courses have been added to the student choices for all three focus areas. Please note that previously this minor was housed in ASC Interdisciplinary Programs Office, and with the re-structuring in Arts and Sciences has moved to be administratively housed in the Department of Spanish and Portuguese. Due to a glitch in the computer program, PACER, we were unable to upload the program as “old” and instead we had to list it as “new.” The Credit Hour Explanation Chart only lists the number of credit hours required for the minor because the minor program includes courses from multiple units, and there is no one “unit” from which the minor draws.

We are sending these undergraduate major programs forward for review and approval in the next stage of curricular review at the Arts and Sciences Committee on Curriculum and Instruction and the Arts and Sciences Honors Committee on Curriculum. The courses that are specific to all of the programs are listed under Spanish, Portuguese, and Quecha. If you have any questions or concerns, please do not hesitate to call or email me at 292-5727 or williams.1415@osu.edu.

Thank you for your consideration of these proposals,



Valarie Williams, M.F.A., Ph.D., Professor of Dance
Associate Dean, College of Arts and Sciences, Arts and Humanities

CC: Fernando Unzueta, Associate Professor and Chair, Department of SPPO
Mark Shanda, Professor and Dean, College of Arts and Sciences, Arts and Humanities
Scott Schwenter, Associate Professor and Calendar Conversion Contact
Rachel Sanabria, Program Coordinator for Calendar Conversion
Frederick Aldama, Professor of English and Director of Latino Studies Minor
Abril Trigo, Professor of Spanish and Portuguese and Director of Andean and Amazonian Studies Minor

To: Office of Academic Affairs
From: Department of Spanish and Portuguese
Re: Semester conversion
Date: May 19, 2011

On behalf of the department of Spanish and Portuguese, I am pleased to submit and endorse our semester conversion plans.

While we took the opportunity to reassess our academic programs, in light of recent revisions to our undergraduate programs and regular updates to our graduate programs, we have decided to keep our programs relatively unchanged in terms of their course structure and pre-requisites, and to follow the standard conversion of 5 to 3 credits from quarters to semesters. The programs were reviewed and the conversion plans subsequently prepared by the respective committees (Language, Undergraduate, Graduate). These plans were further discussed by the faculty in regular Departmental Council meetings, which voted to support the conversion plans.

The following lines list the different programs in the department and provide a bit more detail about the conversion:

- a) Undergraduate bachelors programs
 - Spanish major (regular)
 - Spanish Honors major
 - Portuguese major
- b) Undergraduate minors
 - Spanish minor (regular)
 - Spanish Honors minor
 - Spanish Minor for Business
 - Portuguese minor
- c) Undergraduate interdisciplinary minors
 - Latin@ Studies minor
 - Andean and Amazonian Studies Minor
- d) Graduate Programs
 - Spanish MA
 - Spanish PhD
 - Portuguese MA – proposed new program, submitted separately
 - Portuguese PhD - proposed, submitted separately
- e) Graduate interdisciplinary specialization
 - Latin@ Studies GIS

All programs were converted with minimal or minor changes. Below I outline the rationale for these changes.

Rationale for changes in the undergraduate curriculum

The Spanish and Portuguese majors underwent thorough review and changes which were approved and implemented as of Autumn 2009. In Spanish, we implemented new tracks (Hispanic Linguistics; Latin American literatures and cultures; Iberian literatures and cultures; and a more general track in Hispanic Studies). In the conversion to semesters, we have made some minor changes to adapt to update and enhance our recently revised programs. These are the changes included in the plan:

- The language programs (Spanish, Portuguese, and Quechua), in coordination with other Foreign Language departments and the GE review committee, converted the 4-quarter (@ 5 credits) GE language sequence into a 3-semester (@ 4 sem. Credits) sequence.
- Quechua will provide a GE language sequence under semesters (5501-5502-5503).
- The Portuguese major and minor have undergone a straight conversion.

Spanish:

SLRPE (Spanish Listening and Reading Proficiency Exam): No changes. Spanish majors and minors have to take Spa 2202 (250) after the GE language sequence and pass both the Listening and Reading parts of the SLRPE in order to take 3000 (400)-level courses.

Slight changes made in the Spanish programs so that students will remain unharmed in the transition from quarters to semesters, permitting them to graduate within four years and allowing them to better track their own interests and progress:

- We “standardized” our orientation courses (401, 403, 404, and 450, currently 4, 4, 3, and 4 credit hrs., respectively) to 3 semester hrs. (3401, 3403, 3404, and 3450, respectively), consistent with the vast majority of the rest of our courses across the curricula. More specifically, however, as students enter OSU with increasingly higher levels of Spanish language, the scope of the “orientation” courses needed some revisions and expansion to satisfy the changing interests of the students, and that justify the changes in credit hours. We propose the following adjustments:
 - 3401 & 3404: Material was hastily being covered in both courses, and Hispanic linguistics professors found that core concepts were actually being covered/reviewed in the 4000-level courses. Subsequently, the 4000-level was re-numbered and re-evaluated and some material was transferred to these enhanced 3000-level courses.
 - 3403: With the major converting to concentrations, the Advanced Composition course, Spanish 603 (4603), was moved from the “Core” section of the Major program to the Electives section of the Major and deleted as a pre-requisite to the Spanish Senior Seminars in Literatures and Cultures (650 [5650] & 660 [5660]). In deleting this course as a core requirement, professors recognized the need for students to have expanded practice in writing at the 3000-level before reaching the 4000-level courses.
 - 3450: The course has been re-designed to better represent both Iberian and Latin American Literatures and Cultures, and expanded to include additional cultural expressions, such as film and music, in order to better prepare our Spanish Majors and Minors for the contents of the courses at the 4000-level.
 - As 450 (3450) has always been the pre-requisite for 500 (4500) level Literatures and Cultures, and 430 (3450) for the 500 and 600 (4500 & 4600) level courses in Hispanic Linguistics, it only made sense to make them equal in credit hour assignment for the semester conversion. The current plan corrects this previous problem in our major.
 - 3401-3403-3404 may be taken concurrently on the OSU campus and in several study programs abroad.
- 595 and 680H changes to 4595 and 5680H to .01-.02-.03 sections: These changes now reflect the different “Concentrations” of the Spanish major. With the different “track” numbers we will be better able to track the direction of the students’ interests for different purposes, including: 1)

study abroad locations, 2) estimating the number of courses in each concentration that we should offer per quarter (or semester), and 3) meeting the demand for particular Senior Seminars in each track (680H [5680.01-.02-.03H], 650 [5650], 660 [5660], 630 [5630]).

- Before the change of the Major program in AU09, students needed 603 (4603) and two courses at the 500-level (4500) in order to take the Senior Seminars in Literatures and Cultures (680H, 650, 660) or 3 courses in Hispanic Linguistics at the 500 or 600 levels (4500 or 4600) to take 630 (5630). As of AU09: 650 (5650) is specific to Iberian Literatures and Cultures, and students need 2 courses at the 4500 in Iberian Concentration as pre-reqs. 660 (5660) is specific to Latin American Literatures and Cultures and students need 2 courses at the 4500 in Latin American Concentration as pre-requisites. 630 (5630) is specific to Hispanic Linguistics and Cultures and students need 430 (3430) + 2 courses at the 4500 or 4600 level in Hispanic Linguistics as pre-requisites. 680H (5680H) was for Honors students only, and only offered in topics for Iberian and Latin American Concentration.
- 595 (4595) represented study abroad courses with content appropriate for the core concentration level, but for which our department did not have an exact equivalent – our advisors found that these courses were particularly difficult to track in the DARS system for students, as they often auto-posted to the wrong category within the major program.
- These last two points highlighted the need for 680H and 595 to be divided into .01-.02-.03 categories, adding Hispanic Linguistics to the Honors Senior Seminar course concentrations, as well as an indication of the concentration toward which students were taking courses abroad.
- Finally, as part of our regular revisions and updates of the curricula, we are proposing new courses (4515, and 4516).

Transition Plan

- Language programs: see attached document.
- Major and minor programs:
 - Our department is taking active measures to correctly and efficiently transition students from quarters to semesters through major/minor e-mail listservs and use of the SIS TAP feature in academic advising. We are currently working with OIA to adjust current study abroad programs, as well as add new programs, at the pre-program and major/minor program levels to accommodate approximately 80% of our majors and 40% of our minors that study abroad.
 - We are not changing pre-requisites, credit hour requirements, or changing courses involved in the Spanish and Portuguese Major and Minor program plans. Therefore, students should be able to transition without any difficulties from quarters to semesters, no matter if they are at the 2000 level, at the Orientation (3000) level, or at the Concentration (4000+) level.

Rationale for changes in the graduate curriculum

See attached document.

We propose that all programs in the Department continue, and we expect they will thrive under semesters. All necessary materials for the conversion are attached. Please let me know if you have any questions.

Sincerely,

Fernando Unzueta
Associate Professor and Chair

Portuguese Prerequisites -- QUARTERS

A minimum grade of "C-" is required in all courses comprising the major/minor.

If you have questions, please contact an [academic advisor](#).

Course	Prerequisites
Portuguese 101 (.01 or .51)	Open
Portuguese 102 (.01 or .51)	101.01/.51
Portuguese 103 (.01 or .51)	102.01/.51
Portuguese 104 (.01 or .51)	103.01/.51
Portuguese 401	104.01/.51 or 502
Portuguese 402	104.01/.51 or 502
Portuguese 403	104.01/.51 or 502
Portuguese 450	401 or 402 or 403 or 502
Portuguese 501	Open to Speakers of Spanish
Portuguese 502	102.01/.51 or 501
Portuguese 510	401 or Permission
Portuguese 551	401 or 502 or Permission
Portuguese 552	401 or 502 or Permission
Portuguese 560	401 or Permission
Portuguese 561	401 or Permission
Portuguese 611	104 or 502 or Permission
Portuguese 650/750	551 and 552 or 502 or Permission
Portuguese 693	Permission
Portuguese 694	Permission
Portuguese 697	Permission
Portuguese 730	Portuguese 401, Linguistics 601, or Spanish 730
Portuguese H783	Permission

Portuguese Prerequisites -- SEMESTERS

A minimum grade of "C-" is required in all courses comprising the major/minor.

If you have questions, please contact an [academic advisor](#).

Course	Prerequisites
Portuguese 1101 (.01 or .51)	Open
Portuguese 1102 (.01 or .51)	1101.01/.51
Portuguese 1103 (.01 or .51)	1102.01/.51
Portuguese 3401	1103.01/.51 or 5502
Portuguese 3402	1103.01/.51 or 5502
Portuguese 3403	1103.01/.51 or 5502
Portuguese 3450	3401 or 3402 or 3403 or 5502
Portuguese 5501	Open to Speakers of Spanish
Portuguese 5502	5501
Portuguese 4510	3401 or Permission
Portuguese 4551	3401 or 5502 or Permission
Portuguese 4552	3401 or 5502 or Permission
Portuguese 4560	3401 or Permission
Portuguese 4561	3401 or Permission
Portuguese 4611	1103.01/.51 or 5502 or Permission
Portuguese 5650/7500	4551 and 4552 or 5502 or Permission
Portuguese 4193	Permission
Portuguese 4194	Permission
Portuguese 4797	Permission

Portuguese Minor—QUARTERS

A Minor in Portuguese consists of a minimum of 20 credit hours chosen from the table below with the help of an academic advisor. Please keep in mind that the prerequisites must be observed.

Required Orientation Courses (10 credits)

One course from the following three:

401	Advanced Portuguese Grammar	5 credits
402	Portuguese Reading and Listening	5 credits
403	Portuguese Conversation and Composition	5 credits

AND

450	Introduction to the Study of Literatures and Cultures	5 credits
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One course in each of: Language and Linguistics (5 credits) and Literature and Culture (5 credits)

Courses in Advanced Portuguese Language and Linguistics (5 credits):

401	Advanced Portuguese Grammar	5 credits
402	Portuguese Reading and Listening	5 credits
403	Portuguese Conversation and Composition	5 credits
510	Portuguese Translation	5 credits
595	Special Topics in Foreign Study	1-15 credits
611	The Portuguese Language	5 credits
730	Studies in Portuguese Linguistics	5 credits

Courses in Portuguese Literature and Culture (5 credits):

551	Literature from the Middle Ages to Neoclassicism	5 credits
552	Literature from Romanticism to the Present	5 credits
595	Special Topics in Foreign Study	1-15 credits
560	Cultural Expressions of Portugal and Lusophone Africa	5 credits
561	Cultural Expressions of Brazil	5 credits
650	Studies in Literatures and Cultures of the Portuguese Speaking World	5-15 credits
750	Studies in Literatures and Cultures of the Portuguese-Speaking World	5-15 credits

Portuguese Electives:

In special cases, upon approval by an academic advisor, the Elective courses below can be counted toward Minor requirements.

693	Individual Studies	1-10 credits
694	Group Studies	1-15 credits
697	Study at a Foreign Institution	1-10 credits

Portuguese Minor--SEMESTERS

A Minor in Portuguese consists of a minimum of 12 credit hours chosen from the table below with the help of an academic advisor. Please keep in mind that the prerequisites must be observed. Undergraduate students seeking 6000-level courses will need permission from the instructor or academic advisor.

Required Orientation Courses (6 credits)

One course from the following three:

3401	Advanced Portuguese Grammar	3 credits
3402	Portuguese Reading and Listening	3 credits
3403	Portuguese Conversation and Composition	3 credits

AND

3450	Introduction to the Study of Literatures and Cultures	3 credits
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One course in each of: Language and Linguistics (3 credits) and Literature and Culture (3 credits)**Courses in Advanced Portuguese Language and Linguistics (3 credits):**

3401	Advanced Portuguese Grammar	3 credits
3402	Portuguese Reading and Listening	3 credits
3403	Portuguese Conversation and Composition	3 credits
4510	Portuguese Translation	3 credits
4595	Special Topics in Foreign Study	1-9 credits
4611	The Portuguese Language	3 credits
6730	Studies in Portuguese Linguistics	3 credits

Courses in Portuguese Literature and Culture (3 credits):

4551	Literature from the Middle Ages to Neoclassicism	3 credits
4552	Literature from Romanticism to the Present	3 credits
4595	Special Topics in Foreign Study	1-9 credits
4560	Cultural Expressions of Portugal and Lusophone Africa	3 credits
4561	Cultural Expressions of Brazil	3 credits
5650	Studies in Literatures and Cultures of the Portuguese Speaking World	3-9 credits
6750	Studies in Literatures and Cultures of the Portuguese-Speaking World	3-9 credits

Portuguese Electives:

In special cases, upon approval by an academic advisor, the Elective courses below can be counted toward Minor requirements.

4193	Individual Studies	1-6 credits
4194	Group Studies	1-9 credits
4797	Study at a Foreign Institution	1-6 credits

THE OHIO STATE UNIVERSITY
Colleges of the Arts and Sciences
QUARTERS Portuguese Minor Program Form

Name: _____

Local address: _____

E-Mail: _____

Minor: **PORTUGUESE** _____

This form should be submitted to your college or school office.

College/School of enrollment _____ Major: _____

Expected date of graduation _____

Have you filed a degree application in your college office? Yes No

Course	Hours	Final Grade
PORTUGUESE 401/402/403	5	_____
PORTUGUESE 450	5	_____
PORTUGUESE	5	_____
PORTUGUESE	5	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Hours: _____ Original: Revision:

Signature of Faculty Adviser or College/School Counselor _____ Date _____

Please Print Name of Faculty Adviser or College/School Counselor _____

Spanish & Portuguese _____

Academic Unit _____ Campus Telephone and/or E-Mail _____

THE OHIO STATE UNIVERSITY
College of the Arts and Sciences
SEMESTER Minor Program Form

Name: _____

E-Mail: _____

Minor: **PORTUGUESE** _____

This form should be submitted to your college or school office.

College/School of enrollment _____ Major: _____

Expected date of graduation _____

Have you filed a degree application in your college office? Yes No

Course	Hours	Final Grade
PORTUGUESE 3401/3402/3403	3	_____
PORTUGUESE 3450	3	_____
PORTUGUESE	3	_____
PORTUGUESE	3	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total Hours: 12 Original: Revision:

Signature of Faculty Adviser or College/School Counselor Date

Please Print Name of Faculty Adviser or College/School Counselor

Spanish & Portuguese _____
Academic Unit Campus Telephone and/or E-Mail

Department of Spanish and Portuguese
Semester Conversion Plan
Transition to semesters in language programs

General info: All language classes will meet Tuesday – Friday. Evening courses will meet 2x a week M/W and T/R.

The following plan is based upon our existing course materials, Carmen, and Media Manager that will be enhanced for 14 week courses.

A) Spanish Program

Regular semester courses:

1101.01 (*Amistades*, Chapters 1 – 6, 4 semester credits)

1102.01 (*Amistades*, Chapters 7 – 12, 4 semester credits)

1155 (*Amistades*, Chapters 1 – 12, 4 semester credits). This is an intensive Spanish course designed to attract students previously placed in 103.66 and 111.

1103.01 (*De paseo*/intermediate Spanish, 4 semester credits). This course is an enhanced version of current 104. We are requesting an individualized instruction version of this course, 1103.51, as part of the semester conversion package.

Transition courses (We don't believe we will need these courses for more than a year):

1102.34 (3 Sem. Credits. Current 103.01 course). This will cover current *Amistades*, Chapters 9 – 12. Will meet 2x a week for 3 hours. This course is for students who have completed 101.01, 102.01 or 102.66 and will prepare them for 1103.

1101.30 (1 Sem. Credit. *Amistades*, Chapters 5 – 6) this will be a hybrid course offered in Individualized to transition students into 1102. This is a one credit course and will be offered in the Individualized Instruction Center.

B) Portuguese Program. There are no transition courses for Portuguese 1101-1102-1103. Students may complete their coursework in the Individualized Instruction Center (1101.51, 1102.51, 1103.51).

C) Quechua Program. There are no transition courses for Quechua 5501-5502-5503. The small number of students in this program will be accommodated on an individual basis. Not currently a GEC language, however, we are requesting GE status for the semester calendar.