Wilkes University Curriculum Committee

PROPOSAL SUBMITTAL FORM

Directions:
- Use this set of forms for all proposals sent to the Curriculum Committee.
- Pages 1-3 of this document are required. Any unnecessary forms should be deleted from the packet before submissions. If multiple forms are needed (course addition, course deletion, etc), simply copy and paste additional forms into this packet.
- Note that all new programs (majors and minors), program eliminations, significant program revisions and all general education core revisions must be reviewed and approved by the Provost and Academic Planning Committee (APC) prior to submission to the Curriculum Committee. The Provost will make the decision if a program revision requires APC review.
- Completed and signed forms are due no later than the second Tuesday of every month. Submit one signed original hard copy and a scanned electronic copy with all signatures to the Chair of the Curriculum Committee.

1. Originator: Names: Paola Bianco and Rafael García
   Department: Global Cultures: History, Languages & Philosophy
   Phone and email: paola.bianco@wilkes.edu (4519);
   Rafael.garcia@wilkes.edu (4606)

2. Proposal Title: Addition of Capstone course to Spanish major; Change in major requirements

3. Check only one type of proposal: (double click on the appropriate check box and change default value to “checked”).
   - [ ] New Program. (Major or Minor Degree Programs). This requires prior review and approval by the Provost and APC.
   - [ ] New Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary.
   - [x] Elimination of Program. (Major or Minor Degree Programs). This requires This requires prior review and approval by the Provost and APC.
   - [ ] Elimination of Concentration, Track, or Certificate. The Provost determines if review and approval by APC is necessary.
   - [ ] Program Revision. Significant revisions to a program require review and approval by the Provost.
     - [ ] The Provost determines if review and approval by APC is necessary.
     - [ ] General Education Revision. Submissions only accepted from the General Education Committee (GEC). Must be reviewed and approved by the Provost.
     - [ ] Creation of new departments, elimination of existing department. This requires prior review and approval by the Provost and APC.
     - Course additions or deletions not affecting programs (such as elective courses, transition of “topics” courses to permanent courses).
     - [ ] Change in course credit or classroom hours.
     - [ ] Incidental Changes. Includes changes in course/program title, course descriptions, and course prerequisites. (Although these changes do require approval by the Curriculum Committee, they do not go before the full faculty for approval).
   - [ ] Other (Specify)
4. Indicate the number of course modification forms that apply to this proposal:

____ 1 __ Course Addition Form (plus syllabi)
_______ Course Deletion Form
_______ Course Change Form

5. Executive Summary of Proposal.

Briefly summarize this proposal. The breadth and depth of this executive summary should reflect the complexity and significance of the proposal. Include an overview of the proposal, background and reasoning behind the proposal and a description of how the proposal relates to the mission and strategic long-range plan of the unit and/or university. For incidental changes a one or two sentence explanation is adequate.

We are requesting two changes:

1. Presently the Senior Capstone component of the General Education Curriculum for Spanish majors is met by having majors take one 300-level Spanish course. The Spanish faculty proposes changing this to require majors to take a one-credit individualized capstone course in their senior year. This one-credit capstone course will enable majors to work closely with Spanish faculty on a mutually-agreed upon, individualized project and result in a true capstone experience, representing the culmination of their study of Spanish. The major as it stands requires just 24 credits in Spanish beyond SP204. The addition of a one-credit course will increase the requirement to 25 credits.

2. Currently, according to the Bulletin, “A major in Spanish consists of 24 credit hours beyond SP (Spanish) 204 (Intermediate Spanish II).” In recent years our practice has been to require students to take at least one 300 level course in order to complete the major, although this has never been made official. We propose changing the Bulletin as follows: “A major in Spanish consists of 24 credit hours beyond SP (Spanish) 204 (Intermediate Spanish II), including at least one 300-level course.”

6. Other specific information. (Not applicable for incidental changes.)

What other programs, if any, will be affected by this proposal? Describe what resources are available for this proposal. Are they adequate? What would be the effect on the curriculum of all potentially affected programs if this proposal were adopted? Include any potential effects to the curriculum of current programs, departments and courses.

No other programs will be affected. The one-credit capstone will be taught by existing Spanish faculty.

7. Program Outline. (Not applicable for incidental changes.)

A semester-by-semester program outline as it would appear in the bulletin for a new program or any modified program with all changes clearly indicated.
Program Outline: Recommended Course Sequence

First Semester

Distribution Requirements 6
Eng 101 Composition or 4
Distribution Requirement 3
FYF 101 First-Year Foundations 3
SP 101 Elementary Spanish I (or level of competency) 3

Total Credits 15-16

Second Semester

Distribution Requirements 9
Eng 101 Composition or 4
Distribution Requirement 3
SP 102 Elementary Spanish II (or level of competency) 3

Total Credits 15-16

Third Semester

Distribution Requirement 3
Free Electives 9
SP 203 Intermediate Spanish I 3

Total Credits 15
Fourth Semester

Free Electives 9
SP 204 Intermediate Spanish II 3
SP 205 Conversation 3

Total Credits 15

Fifth Semester*

Free Electives 9
SP 198 Topics in Spanish 3
SP 206 Adv. Grammar, Stylistics, & Comp. 3

Total Credits 15

Sixth Semester

Free Electives 9
SP 208 Culture and Civilization 3
SP 301 Intro. to Latin American Lit. 3

Total Credits 15

Seventh Semester

Free Electives 9
SP 298 Topics in Spanish 3
SP 307 or 308 Survey of Spanish Lit. I or II 3

Total Credits 15
Eighth Semester

Free Electives 12

SP 397 Seminar 3
SP 390 Capstone 1

Total Credits 16

*Study Abroad is strongly recommended for students in the sophomore or junior years. Students may spend a summer, semester, or an academic year in a Study Abroad program.
Wilkes University Curriculum Committee
COURSE ADDITION FORM – page 1

1. Course Title: Senior Projects: Capstone

2. Course Number: SP 390
   Coordinate with Registrar to insure course number is available

3. Course Credit Hours:
   Classroom Hours 1 Lab Hours _______ Other _______

4. Course Prerequisites:

5. Course Description (as proposed for the Bulletin):
   Course descriptions provide an overview of the topics covered. If the course is offered on a scheduled basis, i.e. every other year, or only during a set semester, note this in the description. Course descriptions should be no more than two to three sentences in length.

   An independent project culminating in a formal research project and presentation. The project serves as a capstone experience demonstrating the student's learning in the major. Open only to senior Spanish majors.

6. Required Documentation:
   Proposed Syllabus Attach proposed syllabus immediately after this document. In some situations the official syllabus may contain information which is beyond the review needs of the Curriculum Committee (such as extensive rubrics, etc). It is permissible to attach an abbreviated syllabus. In general, syllabi (whether full or abbreviated) should contain the following information: Course Title, Course Number, Credit hours, Faculty Information (name contact information, office hours), Course Description, Course Outcomes or Objectives, Assessment (grading) information, required texts (or other things such as tools, software, etc), pertinent policies and a proposed schedule of topics.
SPANISH CAPSTONE (PROPOSAL)

Professor: Dr. Rafael García
Office: Breis 321
Office Hours: M, W & F or by appointment or chance
Phone: 570 408 4606
E-mail: rafael.garcia@wilkes.edu (best way to contact me)

DESCRIPTION:
Students who are pursuing a Spanish major will complete a capstone project, in which they will demonstrate proficiency in their written and oral expression, as well as competency in Hispanic culture. This project could involve a thesis that deals with cultural or literary analysis of any topic related to the Hispanic world. The Spanish capstone is a research, guided by a faculty and within the context of an upper level class, which will lead to a substantive written essay and an oral presentation to departmental majors, students, and faculty. This capstone project is designed to be a culminating experience in which students will demonstrate skills and knowledge learned from their experience in the Spanish program. It is mandatory for the students who are enrolling in the capstone to initiate discussion with the intended professor for their project before the semester begins.

OBJECTIVES AND OUTCOMES OF THE CAPSTONE COURSE
Student will carry out a project that will meet the following outcomes:
1. They will demonstrate advanced development of their linguistic, cultural and literary competence.
2. They will prove a capacity for in-depth research.
3. They will show a correct usage of MLA style.
4. They will demonstrate mastery of the target language in written form.
5. They will demonstrate the ability to present research results orally before an audience.

MATERIALS: the materials that students are going to necessitate will be determined by the professor for each particular project. However, the following bibliography will be of use for the formatting and organization of any topic of research
GRADING
The capstone will be graded based on a written essay and an oral presentation. The written paper is the 80% of the grade and the oral presentation is the other 20%. The grading criteria for the test are as follows:
1. The overall quality of the written Spanish. The expectation is that it should be written with a proficient level of Spanish and professionalism. It needs to conform to the MLA guidelines.
2. The quality of scholarship.
3. The development and organization of ideas
4. The oral presentation will be evaluated separately, taking into account its oral performance and pronunciation, organization and clarity of ideas, and the quality of the spoken Spanish

PROCEDURES:
Proposal: Prior to the beginning of the senior capstone project, students must initiate discussion about the topic they want to do an investigation, in order to start developing a proposal ahead of time, so that it will be ready at the beginning of the course. This proposal is due no later than the second week of the semester. The proposal must consists of a page or two stating the following items:
1. The topic of the capstone project.
2. The specific question or issue the students will be addressing in their investigation.
3. The methodology and structure in which it will be organized.
4. The bibliography that will be read and taken into account

Essay: This senior thesis presentation includes the writing of a paper of at least 10 pages long (MLA standards) and an independent research of the student’s choice. Majors in Spanish must write their essays in the target language and they will follow the established standards of style format (MLA Handbook 7th edition)

SCHEDULE

Semester before enrollment in Spanish capstone: During the semester prior to enrollment in students must consult with the professor and begin to prepare a research proposal. This proposal will be due at the end of the second week of classes.

Second week of classes. Students need to submit their thesis proposal to professor

Fourth week: Submit the list of bibliographic sources needed for the investigation and turn in outline of project.

Eighth week: By this week students should have a robust first draft of thesis ready. Number of subsequent drafts will be discussed with the professor. Preparation for the public presentation of thesis should begin and it will take place in approximately the 14th week of classes.

Fourteenth week: there is a mandatory presentation before a public forum for department faculty, majors, and students.

Fifteenth week. In this week the final copy of project is due.
8. Signatures and Recommendations. (please date)

- Signatures of involved Department chair(s) and Dean(s) indicate agreement with the proposal and that adequate resources (library, faculty, technology) are available to support proposal.
- If a potential signatory disagrees with a proposal he/she should write "I disagree with this proposal" and a signed statement should be attached to this submission.

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<td>Dean(s) of any potentially affected College/School.</td>
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| Provost (For new programs, significant revisions and revisions to the General Education Program revisions only).  
Provost should check here ____ if this proposal is a program revision AND the significance of the revision requires review and approval by APC prior to Curriculum Committee. |

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