# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC) PROPOSAL FORM

## Cover page scroll over blue text to see further important [instructions](#instructions): please read.

**N.B. DO NOT USE HIGHLIGHT, please DELETE THE WORDS THAT DO NOT APPLY TO YOUR PROPOSAL**

**ALL numbers in section (A) need to be completed, including the impact ones.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| A.1.  [Program](#Proposal) | Studio Art B.A. | | | |  |
| A.2. [Proposal type](#type) | **Program:** [**revision**](#revision) | | | |  |
| A.3. [Originator](#Originator) | **William Martin** | [Home department](#home_dept) | **ART** | | |
| A.4. [Context and Rationale](#Rationale) | **To more accurately reflect current Art Department practice, a clearer statement about a portfolio requirement to meet minimum grades within the program should be included. Making the portfolio review an admission and retention requirement will ensure that students have successfully met minimum grades in first semester classes and are able to continue in the program.** | | | | |
| A.5. [Student impact](#student_impact) | **Student major will be listed as ART-IM until successful completion of Art 101 and 104 portfolio requirements.** | | | | |
| A.6. [Impact on other programs](#impact) | **None** | | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): | **Faculty will be required to evaluate a final portfolio of word to determine if minimum grade requirement has been satisfied.** | | | |
| [*Library*:](#library) | **none** | | | |
| [*Technology*](#technology) | **none** | | | |
| [*Facilities*](#facilities): | **none** | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2018** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  | |
| A.10. INSTRUCTIONS FOR CATALOG COPY: This single file copy must include ALL relevant pages from the college catalog, and show how the catalog will be revised. (1) Go to the “Forms and Information” page on the UCC website. Scroll down until you see the Word files for the current catalog. (2) Download ALL catalog sections relevant for this proposal, including course descriptions and/or other affected programs. (3) Place ALL relevant catalog copy into a single file. Put page breaks between sections and delete any catalog pages not relevant for this proposal. (4) Using the track changes function, revise the catalog pages to demonstrate what the information should look like in next year’s catalog. (5) Check the revised catalog pages against the proposal form, especially making sure that program totals are correct if adding/deleting course credits. If new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all is acceptable. Send as a separate file along with this form. | | | | | |

### C. [Program Proposals](#program_proposals) **complete only what is relevant to your proposal Delete this whole page if the proposal is not revising, creating, deleting or suspending any progam.**

|  | [Old (for revisions only)](#old_program) | New/revised |
| --- | --- | --- |
| C.1. [Enrollments](#enrollments) |  |  |
| C.2. [Admission requirements](#admissions) | Admission Requirements  1. Completion of a plan of study approved by assigned advisor.  2. Completion of a Declaration of Major Form, indicating studio concentration.  3. Completion of all studio foundations courses, with a minimum grade of C.  4. If applicable, a positive portfolio review. A portfolio review is not required for admission to the B.A. in studio art, unless the student seeks program credit for art courses taken at another institution or credit for advanced placement courses. See Transfer Portfolio Guidelines at www.ric.edu/art/transfer.php or obtain guidelines in the main office of Alex and Ani Hall. | Admission Requirements  1. Completion of a plan of study approved by assigned advisor.  2. Completion of a Declaration of Major Form, indicating studio concentration.  3. Successful portfolio review in ART 101 and 104 resulting in a minimum grade of C.  4. A portfolio review demonstrating minimum grade equivalency is required for program credit for studio art courses taken at another institution or credit for advanced placement courses.  (See Transfer Portfolio Guidelines at www.ric.edu/art/transfer.php or obtain guidelines in the main office of Alex and Ani Hall.) |
| C.3. [Retention requirements](#retention) | A minimum grade of C+ in all courses in the concentration. | 1. A minimum grade of C+ in all courses in the concentration.  2. Retention in the program requires completion of all studio foundations courses, with a positive portfolio review resulting in a minimum grade of C in each course. |

## D. Signatures

* Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to [curriculum@ric.edu](mailto:curriculum@ric.edu) and a printed or electronic signature copy of this form to the current Chair of UCC. Check UCC website for due dates.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. may include multiple departments, e.g., for joint/interdisciplinary prposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Richard Whitten | Chair of Art Department |  |  |
| Earl Simpson | Dean of FAS |  | Tab to add rows |