MEMORANDUM

TO: James F. Harris
Dean, College of Arts and Humanities

FROM: Victor Korenman
Associate Provost for Academic Planning and Programs

SUBJECT: Proposal to Convert the Existing Citation in Business Spanish to a Minor in Spanish Language, Business, and Cultures (PCC Log No. 04043)

At its meeting on February 11, 2005, the Senate Committee on Programs, Curricula, and Courses approved your proposal to convert the existing Citation in Business Spanish to a Minor in Spanish Language, Business, and Cultures. A copy of the approved proposal is enclosed.

This approval is effective immediately. No student may be allowed to begin the discontinued Citation program after this time, but students who have already taken or who are taking a course towards the Citation must be permitted to complete it if they so choose. All advisers should be notified and the College should ensure that the approved guidelines are followed.

VK: sfm
Enclosure

Cc: Dr. Sylvester J. Gates, Chair, Senate PCC
Dr. Mary Giles, University Senate
Ms. Barbara Hope, Data Administration
Dr. Phyllis Peres, Undergraduate Studies
Dr. Charles Rutherford, College of Arts and Humanities
Ms. Anne Turkos, Archives
Dr. Linda Yokoi, Records & Registrations
DIRECTIONS: Provide one form with original approval signatures in lines 1 - 4 for each proposed action. Keep this form to one-page in length. Forms and appropriate attachments should be submitted to the Office of Academic Affairs, who will assign a Log Number to each proposal. Also submit an electronic version of as much of the proposal as is possible.

DATE SUBMITTED 11/22/04

COLLEGE/SCHOOL SPAP

DEPARTMENT/PROGRAM SPAP

PROPOSED ACTION (A separate form for each) ADD DELETE CHANGE

DESCRIPTION (Provide a succinct account of the proposed action. Details should be provided in an attachment. Provide old and new sample programs for curriculum changes.)

Revised submission to convert existing citation in business Spanish to Minor in Spanish Lang, Business & Culture

JUSTIFICATION/REASONS/RESOURCES (Briefly explain the reason for the proposed action. Identify the source of new resources that may be required. Details should be provided in an attachment.)

Univ-wide change, request by ARTH PCC for revision

APPROVAL SIGNATURES

1. Department Committee Chair
   Signature: [Signature]
   Date: 11/22/04

2. Department Chair
   Signature: [Signature]
   Date: 11/22/04

3. College/School PCC Chair
   Signature: [Signature]
   Date: 1/14/05

4. Dean
   Signature: [Signature]
   Date: 12/16/05

5. Dean of the Graduate School (if required)

6. Chair, Senate PCC
   Signature: [Signature]
   Date: 2/11/05

7. Chair of Senate

8. Vice President for Academic Affairs & Provost
   Signature: [Signature]
   Date: 2/14/05

VPAAP Rev. 3/1/04
PROPOSAL FOR CONVERTING THE EXISTING CITATION IN BUSINESS SPANISH INTO THE MINOR IN SPANISH LANGUAGE, BUSINESS, AND CULTURES

1. This is a proposal to convert an existing citation into a minor. The transcript will designate the minor as a Minor in Spanish Language, Business, and Cultures.

2. Catalog Description

This 15 credit minor will provide students with a solid background in language, culture, and concepts important for business in the Spanish speaking world.

Students must complete Spanish 315 Commercial Spanish I and either Spanish 415 Commercial Spanish II or Spanish 422 Cross-Cultural Communication.

Students may choose from the following courses to complete the other 9 credits. A minimum of 9 credits must be on the 300 or 400 level.

Spanish 206 Review of Oral and Written Spanish for Native Speakers Educated in the United States
Spanish 207 Reading and Writing in Spanish
Spanish 221 Introduction to Literature
Spanish 301 Advanced Grammar and Composition I
Spanish 302 Advanced Grammar and Composition II
Spanish 306 Spanish II for Native Speakers
Spanish 307 Oral Communication Skills for Native Speakers of Spanish
Spanish 310 Spanish Phonetics
311 or 312 Advanced Conversation I or Advanced Conversation II
316 Practicum in Translation I
317 Translation II
318 Translation of Technical Texts
321 Survey of Spanish Literature I
322 Survey of Spanish Literature II
323 Survey of Latin American Literature I
324 Survey of Latin American Literature II
325 Spanish Civilization I
326 Spanish Civilization II
346 Latin American Civilization I
347 Latin American Civilization II
356 Literary Translation I
357 Literary Translation II
425 Introduction to Hispanic Linguistics I: Basic Concepts
426 Introduction to Hispanic Linguistics II: Language In Use
448 Special Topics in Latin American Civilization
449 Special Topics in Spanish Civilization
All literature courses on the 400 level
All courses must be taught in Spanish. Native or heritage learners of Spanish should seek the advice of the Undergraduate Advisor for Spanish before choosing their courses. The minor is open to all students except Spanish majors. A grade of “C” or better is required in each class.

A maximum of 6 credits may be applied to the minor from courses taken at other institutions. However, a maximum of 9 credits may be applied from a University of Maryland study abroad program.

Students interested in pursuing the Minor in Spanish Language, Business, and Cultures should contact the Undergraduate Spanish Advisor, who will be responsible for oversight and record keeping.