March 17, 2011

MEMORANDUM

TO:        James Harris  
            Dean, College of Arts and Humanities

FROM:      Elizabeth Beise  
            Associate Provost for Academic Planning and Programs

SUBJECT:   Proposal to Modify the Curriculum of the Minor in Spanish Language, Business  
            and Cultures (PCC log no. 10044)

On March 4, 2011, the Senate PCC committee approved your proposal to modify the  
curriculum of the Minor in Spanish Language, Business and Cultures. A copy of the approved  
agreement is attached.

The change is effective Fall 2011. The College should ensure that the change is fully  
described in the Undergraduate Catalog and in all relevant descriptive materials, and that all  
advisors are informed.

MDC/
Enclosure

cc:        David Salness, Chair, Senate PCC Committee  
            Sarah Bauder, Office of Student Financial Aid  
            Reka Montfort, University Senate  
            Erin Howard, Office of Information Technology  
            Donna Williams, Institutional Research & Planning  
            Anne Turkos, Archives  
            Linda Yokoi, Office of the Registrar  
            James Dietz, Undergraduate Studies  
            Beth Loizeaux, Arts and Humanities  
            Carol Mossman, School of Languages, Literatures and Cultures
THE UNIVERSITY OF MARYLAND, COLLEGE PARK
PROGRAM/CURRICULUM/UNIT PROPOSAL

Please email the rest of the proposal as an MSWord attachment to pcc-submissions@umd.edu.

Please submit the signed form to the Office of the Associate Provost for Academic Planning and Programs, 1119 Main Administration Building, Campus.

College/School: 01202700
College/School Unit Code-First 8 digits: 01202700
Unit Codes can be found at: https://hypo.prod.umd.edu/Html_Reports/units.htm

Department/Program:
Department/Program Unit code-Last 7 digits: 1274001

Type of Action (choose one):
- Curriculum change (including informal specializations)
- Renaming of program or formal Area of Concentration
- Addition/deletion of formal Area of Concentration
- Suspend/delete program

Italics indicate that the proposed program action must be presented to the full University Senate for consideration.

Summary of Proposed Action:
Changes in Spanish Minor in Language, Business, and Cultures

This revision reflects the changes approved to the Spanish major in 2009.

1. Require the same three core classes for the minor as in the major: Spanish 207, Spanish 301, and Spanish 303
2. Eliminate Spanish 310 Phonetics, and Spanish 422 Cross-Cultural Communication from the minor offerings.
3. Establish a pre-requisite for minor
Pre-Requisite: Completion of Spanish 301 with the grade of B or higher or for heritage speakers the completion of Spanish 206 with the grade of B or higher or completion of an upper level Spanish class with grade of B or higher.

It also implements the plan to limit minors in Spanish approved by campus Academic Affairs as part of a comprehensive plan to control minor enrollments in ARHU.

No new resources needed.

APPROVAL SIGNATURES - Please print name, sign, and date. Use additional lines for multi-unit programs.

1. Department Committee Chair
   Name: [Signature]
   Date: 3/9/10

2. Department Chair
   Name: [Signature]
   Date: 3/9/10

3. College/School PCC Chair
   Name: [Signature]
   Date: 12/9/10
4. Dean

5. Dean of the Graduate School (if required)

6. Chair, Senate PCC

7. University Senate Chair (if required)

8. Vice President for Academic Affairs & Provost
Proposed revisions to Spanish Minors in Spanish Language and Cultures (November 2010)

Rationale:

The Department of Spanish and Portuguese proposes revisions to the current minors in Spanish to reflect the changes approved for the Spanish major in 2009. The changes in the major were made with two primary goals in mind:

- Create a more streamlined program (decreasing the number of tracks and increasing the number of required courses common to each) that will offer more consistent outcomes across the student population, and
- Increase the focus on the knowledge and interpretation of culture in all courses and options.

The following specific changes are proposed: (See the attached documents for a summary of changes and the lists of new minor requirements.)

1. Require the same three core classes for the minor as in the major:
   - Spanish 207 Reading and Writing in Spanish
   - Spanish 301 Advanced Grammar and Composition I
   - Spanish 303 Approaches to Cultural Materials in the Hispanic World

2. Eliminate Spanish 310 Phonetics, and Spanish 422 Cross-Cultural Communication from the minor offerings. These were approved as courses for majors only.

3. Change the eligibility requirement to a B or better in SPAN301 or SPAN206 (for heritage speakers) before allowing students to sign up for the minor. Students with competency to begin at higher levels will be eligible after completion of one upper level Spanish class with the minimum grade of B. This requirement will help control the number of Spanish minors which was capped at 300 in concurrence with the School of Languages, Literatures, and Cultures and the College of Arts and Humanities, and was approved by campus Academic Affairs as part of a comprehensive proposal to cap all minors in ARHU.

Language for catalog
Students may apply for the minor in Spanish after completion of SPAN301 or SPAN 206 with a grade B or better. Students with competency to begin at higher levels will be eligible after completion of one upper level Spanish class with the minimum grade of B.

4. Courses for the minor can be seen on the attached sheet
MINOR IN SPANISH LANGUAGE, BUSINESS, AND CULTURE
(November 2010)

Information

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

Core Courses Required for the Minor
Spanish 207 Reading and Writing in Spanish
Spanish 301 Advanced Grammar and Composition I
Spanish 303 Approaches to Cultural Materials in the Hispanic World

Other Required Courses
Following completion of the core sequence, students will complete:
Spanish 315 Commercial Spanish I
Spanish 415 Commercial Spanish II

All courses must be taught in Spanish.

Native and Heritage Speakers
Native speakers and all others with the ability to begin coursework at a high level should speak with the Undergraduate Advisor. Heritage learners, students from homes where Spanish is spoken or who have had in depth exposure to Spanish, are encouraged to take a series of courses designed to enhance their skills.

Transfer Credits
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.

Eligibility and Pre-Requisites
The minor is open to all students except Spanish majors.

Students may apply for the minor in Spanish after completion of SPAN301 or SPAN 206 (for heritage speakers) with a grade B or better. Students with competency to begin at higher levels will be eligible after completion of one upper level Spanish class with the minimum grade of B.

Application Process
Students who meet the eligibility requirements should visit the ARHU website at http://www.arhu.umd.edu/undergraduate/academics/minors to declare their intent of becoming a Spanish minor. Currently, the College of Arts and Humanities has capped its minors, and both of the Spanish minors are closed. Admission into the minor will begin March 1 for the fall semester and October 1 for the spring semester.

Students may also meet with the Minor Advisor, Karen Krausen, during any of her walk-in advising hours. The advising hours are always posted on her office door, 2211 Jimenez Hall, and are available on the Department of Spanish and Portuguese website, http://www.languages.umd.edu/SpanishPortuguese/

Advising Hours
Advising hours are generally those below, but may vary from semester to semester, so checking the web site is recommended.
MON 9:30 - 10:00, 11:00-12:00, 1:00-3:00
TUES 10:30 - 12:00, 1:00 - 3:00
WED 9:30 - 10:00, 11:00-12:00, 1:00-3:00
FRI 9:30 - 10:00, 11:00-12:00, 1:00-2:00

Questions
Information about the minor and the advisor’s walk-in office hours can be found on the web site of the Department of Spanish and Portuguese at http://www.languages.umd.edu/SpanishPortuguese/undergraduate/index.html
Additional questions may be addressed to kkrausen@umd.edu.
Effect of Proposed Changes on Students Currently in Minor

Students currently in the minor can choose to follow the current curriculum or change to the new curriculum.
### Summary of New and Old Spanish Minor in Spanish Language, Business, and Cultures (November 2010)

<table>
<thead>
<tr>
<th></th>
<th><strong>NEW MINOR</strong></th>
<th><strong>OLD MINOR</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor tracks common core course requirements</td>
<td>Both Spanish minors have 3 common core course requirements</td>
<td>No core requirements</td>
</tr>
<tr>
<td>Eligibility</td>
<td>Completion of Spanish 301 or 206 (for heritage speakers) with the minimum grade of B. Students with competency to begin at higher levels will be eligible after completion of one upper level Spanish class with the minimum grade of B.</td>
<td>No eligibility requirements</td>
</tr>
<tr>
<td>Number of students</td>
<td>Limit to 300</td>
<td>No limit</td>
</tr>
<tr>
<td>Eliminate classes from minor</td>
<td>Eliminate Spanish 310 and 422 since they are approved as “for majors only”</td>
<td>All courses eligible</td>
</tr>
</tbody>
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