Minor in Design in Craft
2019-2020 Undergraduate New Program Form

General Catalog Information

** Read before you begin**

1. TURN ON help text before starting this proposal by clicking 🛈 **in the top right corner of the heading.**

2. FILL IN all fields required marked with an *. You will not be able to launch the proposal without completing required fields.

3.DO NOT type any changes before launching the proposal. If changes will occur in a required field, launch the proposal with existing attributes.

4. LAUNCH proposal by clicking ▶ **in the top left corner.**

5. GO TO discussion 💬 **in the right panel, and change "Show current" to "Show current with markup" to track changes.**

For a new degree program, in addition to EPC program and course forms you must complete all procedures and forms found in the "SCHEV Proposal Guidelines."

Catalog Year of Implementation *	2019-2020
	2019-2020
Hierarchy Owner*	Department of Theatre, Art, and Graphic & Animation Design
	Department of Theatre, Art, and Graphic & Animation Design
Degree Type*	Minor
	Minor
Type of Program*	○ Major .
	◉ Minor
	○ Endorsement

○ Certificate .

○ Concentration

Is this an Interdisciplinary Program?*	○ Yes ● No

Title*	Minor in Design in Craft

OUTLINE OF THE PROPOSED PROGRAM

Program Catalog Description*	*Design in Craft minors may count Civitae Core courses satisfying minor requirements as also satisfying their respective Core requirements, up to two Pillar courses and one Perspectives course. The following courses in this minor may be used in this way: Two Aesthetic Expression Pillar courses - ART212 Introduction to Jewelry & Metalsmithing, ART213 Ceramics I, ART223 Three-Dimensional Design, ART125 Aesthetic Expression in Studio Art. One Aesthetic Expression Perspective course - ART 324 Papermaking.*

Follow these steps to propose the program curriculum:

Step 1 Add all courses to be used in program.

Start in ☰ "View Curriculum Courses." There are two options to add courses for proposed new program: "Add Course" and "Import Course." For courses already in the catalog, click on "Import Course" and find the courses needed. For new classes going through a Curriculog Approval Process click on "Add Course"-- a box will open asking you for the Prefix, Course Number and Course Title.

Step 2 Set up program requirements.

Click on ☰ "View Curriculum Schema." and select the core header of the program where you would like to add/remove courses to expand the section. Click on "Add Courses" to bring up the list of courses available from Step 1. Select the courses you wish to add. For removing courses click on the ✖ and proceed.

Step 3 Review full program structure.

Click on 🗒 to view the full program.

Step 4 Track changes made

Go to discussion 💬 in the right panel and select "Show current with markup". Click the core header of the program to expand the section and track changes.

Program

Curriculum*****

NEW COURSES THAT WILL BE PROPOSED AS PART OF THIS PROGRAM

| List the course prefix, number and title for all new courses that will be proposed as part of the program***** | None |

RATIONALE FOR PROGRAM

| Enter the rationale for new program.***** | **Art majors can select studio areas to concentrate their study and hone their craft. We want to give similar choices to our minors. We currently offer minors in general art, artists books and printmaking, painting and drawing as well as photography. Adding a minor in crafts reflects our major studio selection.** |

RESOURCE ASSESSMENT

| Estimate additional staff requirements for this program. ***** | None |

| Estimate the amount and cost of any extra equipment, library resources, computer hardware or software, or other resources that would be required | None |

to carry out this
program.*****

ANTICIPATED ENROLLMENT IN PROGRAM AFTER FIVE (5) YEARS

Enter the anticipated total enrollment after 5 years.*	25

AFFECTED DEPARTMENTS OR PROGRAMS

Run an Impact Report by clicking [icon] **in the top left corner and answer below according to the results.**

If the proposed program changes could have an impact on other departments or programs, the appropriate affected chairs or program directors should be notified of the proposed changes. Where teaching licensure may be affected, the licensure officer should also be notified.

To notify the appropriate department chairs, request a custom route, navigate to the Proposal Toolbox and select Custom Route under the Decisions icon ([icon] **). Once you make your decision the system will allow you to set up the requested ad-hoc step for each section: participants, rules, decisions, and deadlines/reminders.**

A System Administrator will need to review and approve your request before it takes place.

Does this program lead to teaching licensure, or will it affect an existing program's licensure?*	◯ Yes ◉ No
List other departments / programs that might be affected.*	None
List individuals contacted and date contacted.*	None

ATTACHMENT LIST

Please attach any required files by navigating to the Proposal Toolbox and clicking in the top right corner.

Attach* ☑	Academic Initiative Planning Checklist

Attach ☐	Fee Recommendation Worksheet

All curriculum proposals/changes are processed in the date order received. In order to be included in the next academic year's catalog, all paperwork must be submitted no later than:

- **February 1 to the College Curriculum Committee**
- **March 1 to the Educational Policy Committee (EPC)**

Changes that affect spring advising for fall classes must have received approval from EPC and Senate before the registrar opens up the fall schedule for registration in March. Such proposals should reach the chair of EPC by the end of the fall semester. Submission within the deadlines does not guarantee processing in time for the next academic year's catalog.

For the Curriculum Development Handbook and all forms, see http://blogs.longwood.edu/curriculum/.

REGISTRAR ONLY

Program Type	

Status	◯ Active-Visible ◯ Inactive-Hidden