

**COM Digital Media Minor**

**REQUEST TO ADD OR CHANGE A TRANSCRIPT-RECOGNIZED UNDERGRADUATE ACADEMIC MINOR AND/OR REQUEST FOR RECOGNITION ON THE UNIVERSITY TRANSCRIPTS<sup>1</sup>**

1. **TYPE OF PROPOSAL:**       New Transcript-Recognized Minor  
    Change an Existing Transcript-Recognized Minor  
    Delete a Transcript-Recognized Minor
2. **THIS PROPOSAL INVOLVES: (Please check all that apply)**
- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Courses in other colleges                               | <input type="checkbox"/> Courses in proposer's college that are frequently taken by students in other colleges                                 | <input checked="" type="checkbox"/> Flags  |
| <input type="checkbox"/> Course in the core curriculum                           | <input type="checkbox"/> Change in course sequencing for an existing program   | <input checked="" type="checkbox"/> Courses that have to be added to the inventory |
| <input type="checkbox"/> Change in admission requirements (external or internal) | <input type="checkbox"/> Requirements not explicit in the catalog language (e.g., lists of acceptable courses maintained by department office) |  |

3. **SCOPE OF PROPOSED CHANGE:**
- a. Does this proposal impact other colleges/schools?      Yes  No   
If yes, then how?
- b. Do you anticipate a net change in the number of students in your college?      Yes  No   
If yes, how many more (or fewer) students do you expect?
- c. Do you anticipate a net increase (or decrease) in the number of students from outside of your college taking classes in your college?      Yes  No   
If yes, please indicate the number of students and/or class seats involved.  
Approximately 40 students per semester.
- d. Do you anticipate a net increase (or decrease) in the number of students from your college taking courses in other colleges?      Yes  No   
If yes, please indicate the number of students and/or class seats involved.

**If 3 a, b, c, or d was answered with yes, please answer the following questions. If the proposal has potential budgetary impacts for another college/school, such as requiring new sections or a non-negligible increase in the number of seats offered, at least one contact must be at the college-level.**

How many students do you expect to be impacted? **Not applicable**  
Impacted schools must be contacted and their response(s) included:  
Person communicated with:  
Date of communication:  
Response:

4. **OFFICIAL NAME:** Digital Media Minor
5. **PROPOSED IMPLEMENTATION DATE:**<sup>2</sup> Fall 2018
6. **FIELD OF STUDY, CIP CODE** (administrative unit awarding the certificate):<sup>3</sup> Digital Communication and Media/Multimedia 09.0702
7. **STATEMENT OF OBJECTIVE:**

**COM Digital Media Minor**

Goals of the Minor: The goal of the Digital Media Minor is to offer a selection of courses that will cultivate students’ understandings and abilities in a general area recognized as digital media. While this is a broad phrase, the courses in this minor emphasize a) knowledge of how communication technologies have developed historically; b) their social and cultural functions and dynamics; c) how specific communication and cultural industries operate and evolve in a global environment; and d) how elements of art and design figure into expressions of and interactions with digital media. Students completing this minor will gain advanced skills in digital media domains including social media and new media industries and also examine ethical issues developing around the new media environment.

**8. ADMISSIONS REQUIREMENT (IF ANY):**

This program is open only to students who are not majoring in RTF. Students declaring a Digital Media minor must have at least a cumulative 2.5 grade point average.

The Radio-Television-Film Department reserves the right to limit the number of students accepted as Digital Media minors. If demand exceeds space available, students will be selected based on a review of the applicant’s academic record.

**9. NUMBER OF STUDENTS EXPECTED TO RECEIVE THE TRANSCRIPT-RECOGNIZED MINOR EACH SEMESTER: 5**

**10 ANTICIPATED ENROLLMENT CAPACITY? 40**

**11. NUMBER OF HOURS REQUIRED FOR COMPLETION:<sup>4</sup> 15**

**12. COMPOSITION OF THE MINOR FACULTY COMMITTEE (INCLUDING THE COMMITTEE CHAIR):<sup>5</sup>**

<b>Name of Faculty Member</b>	<b>College/Department</b>	<b>Title at UT Austin</b>	<b>Highest Degree and Awarding Institution</b>
Sharon Stover (committee chair)	RTF	Professor	PH.D., Stanford U
Suzanne Scott (co-chair)	RTF	Asst Professor	PH.D., U of Southern California
Wenhong Chen	RTF	Assoc Professor	PH.D., U of Toronto
Joe Straubhaar	RTF	Professor	PH.D., Tufts Univ.
Craig Watkins	RTF	Professor	PH.D., U of Michigan
Kathleen Tyner	RTF	Assoc Professor	M.A., San Francisco State

**13. Academic Course Requirements:<sup>6</sup> Use this table to identify the courses that qualify for this certificate program.**

<b>Course Abbreviation and Number</b>	<b>Course Title</b>	<b>SCH</b>
RTF 326C*	Technological Culture (#upper-division standing)	3
RTF 331N.1*	Information Society and Beyond (#upper-division standing)	3
RTF 347C.1*	Business of Hollywood (#upper-division standing)	3
RTF 359S.16*	Race & Digital Media Culture (#upper-division standing)	3
RTF 365.9*	Digital Media Industries & Entrepreneurship (#upper-division standing)	3
RTF 365.10*	Globalization and Social Media (#upper-division standing)	3
RTF 365C.1*	Media, Communication Law and Ethics (#upper-division standing)	3
RTF 377H.2*	Digital Research Methods (#Upper-division standing and a	3

**COM Digital Media Minor**

	University grade point average of at least 3.0.)	
RTF 331P.1*	Digital Media & Design (#upper-division standing)	3
RTF 331P.2*	Digital Remix Cultures (#upper-division standing)	3
RTF 331P.4*	Video Game Culture & Criticism (#upper-division standing)	3
RTF 345.11*	Experimental Media & the Art of Disruption (#upper-division standing)	3
RTF 377H.1*	Designing Serious Games & Virtual Worlds (#Upper-division standing and a University grade point average of at least 3.0.)	3
RTF 331P.3*	Internet Cultures (#upper-division standing)	3
RTF 359S.18*	Social Media: Growth, Uses, and Impacts (#upper-division standing)	3
RTF 365D.3*	Media Literacy & Civic Engagement (#upper-division standing)	3
RTF 330M*	Internship in Digital Media (#upper-division standing and consent of the instructor)	3
RTF 329*	Digital Media Production (#45 hours of coursework)	3
RTF 344M.5*	Writing for Interactive Games and Media (#Upper-division standing; Radio-Television-Film 317 and 318 with a grade of at least B-, and six additional hours of lower division coursework in Radio-Television-Film; for non-majors, upper-division standing.)	3
RTF 351C*	Introduction to 2D Animation (#Upper-division standing; Radio-Television-Film 317 and 318 with a grade of at least B-, and six additional hours of lower division coursework in Radio-Television-Film; for non-majors, upper-division standing.)	3

**14. OTHER MINOR REQUIREMENTS:**

All courses must be taken for a letter grade, unless the course is only offered on the pass/fail basis. Only courses with a C- or better will be counted toward the minor.

**15. COLLEGE/SCHOOL APPROVAL PROCESS:**

Department approval date: September 5, 2017

College approval date: September 5, 2017

Dean approval date: September 11, 2017

Approved by whom: The Faculty Advisory Committee

Approved by whom: Moody College Administrative Cmtee.

Approved by whom: Jay Bernhardt, Dean

**Catalog Text**

**Digital Media Minor**

The Digital Media Minor in the Department of Radio-Television-Film provides a selection of courses that will cultivate students' understandings and abilities in a general area recognized as digital media. The courses in this minor emphasize a) knowledge of how communication technologies have developed historically; b) their social and cultural functions and dynamics; c) how specific communication and cultural industries operate and evolve in a global environment; and d) how elements of art and design figure into expressions of and interactions with digital media. Students completing this minor will gain advanced skills in digital media domains including social media and new media industries. They will also examine ethical issues developing around the new media environment.

This program is open only to students who are not majoring in RTF. Applicants must have a 2.5 cumulative grade point average. The Radio-Television-Film Department reserves the right to limit the number of students accepted as Digital Media minors. If demand exceeds space available, students will be

## COM Digital Media Minor

selected based on a review of a student's academic record. Acceptance into the minor does not come with preference or guarantee of a seat in any RTF course.

The minor requires fifteen hours of coursework, with at least nine hours being upper-division and least nine hours completed in residence. All courses must be taken for a letter grade, unless the course is only offered on a credit/no credit basis. Only courses with a C- (or CR) or better will be counted toward the minor. Students must petition to the faculty committee in advance if they wish to substitute another internship course in place of RTF 330M.

Students must take the following coursework:

1. Radio-Television Film 326C.
2. Three hours from the Industries and Practices cluster of Digital Media courses: Radio-Television-Film 331N.1, 347C.1, 359S.16, 365.9, 365.10, 365C.1, 377H.2.
3. Three hours from the Art and Design cluster of Digital Media Courses: Radio-Television-Film 331P.1, 331P.2, 331P.4, 345.11, 377H.1.
4. Three hours from the Cultures and Social Change cluster of Digital Media courses: Radio-Television-Film 331P.3, 359S.18, 365D.3.
5. Three additional hours in a related area: Radio-Television-Film 330M, 329, 344M.5, 351C.

Please include a draft of the catalog copy immediately following the above form. If this is an update of an existing copy, the draft should be based on the text of the current catalog available at:

<http://catalog.utexas.edu/undergraduate/>.

**Strike through and replace (with underlines) only the specific language to be changed. Do NOT use track changes.** Submit form electronically to the Office of the General Faculty and Faculty Council at [fc@austin.utexas.edu](mailto:fc@austin.utexas.edu). For questions on completing this section, please contact Victoria Cervantes, [fc@austin.utexas.edu](mailto:fc@austin.utexas.edu), 471-5934 or Brenda Schumann, [brenda.schumann@austin.utexas.edu](mailto:brenda.schumann@austin.utexas.edu), 475-7654

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<sup>1</sup> Proposed Policy on the Recognition of Undergraduate Academic Minors on Official University Transcripts as Approved by the Educational Policy Committee ([D 10359-10361](#)):

- A. Minimum Criteria for a Transcript-Recognized Undergraduate Academic Minor
  - a. The transcript-recognized undergraduate academic minor must be completed in conjunction with an undergraduate degree at the University of Texas at Austin; students pursuing an integrated undergraduate/graduate program must complete the requirements for the minor within one year after completing the undergraduate requirements of their program.
  - b. Transcript-recognized undergraduate academic minors must require a minimum of fifteen hours of course work but not more than eighteen hours. None of the specified coursework for the minor can include unnumbered topics courses. Minors will include a minimum of six hours of upper division coursework except in cases where students are pursuing a minor in a foreign language. In those instances, the minor must include at least nine semester hours of coursework beyond first year competence in a foreign language, including at least three hours of upper-division coursework.
  - c. At least half of the required course work in the minor must be completed in residence at The University of Texas at Austin.
  - d. A student may not earn a minor in the same field of study as his or her major, and at least nine of the hours required for the minor must include coursework not used to satisfy the requirements of the student's major. However, courses in the minor may fulfill other degree requirements such as general education requirements or required elective hours.
  - e. Students apply for transcript-recognized undergraduate academic minors at the time they complete their undergraduate degree. Transcript recognition is awarded at that time.
- B. Approval Process For Transcript-Recognized Undergraduate Academic Minors

The requirements of transcript-recognized undergraduate academic minors shall be listed in the undergraduate catalog, with proposals reviewed and approved by the Committee on Undergraduate Degree Program Review (CUDPR) and subsequently sent to the Faculty Council as minor legislation for approval. Proposals for these minors are required to obtain prior approval from the sponsoring college(s) or school(s).

Program proposals submitted by the offering unit (e.g., the department or academic program) must include a statement of objective and need (expected demand), anticipated enrollment capacity, academic course and other requirements, the field of study (and CIP code), and the composition of the minor faculty committee, including the committee chair. Proposals for a transcriptable minor should describe the admissions process (if any) for acceptance into the minor. In cases where minors are offered in the same field of study as a major, the faculty of the unit offering the major will de facto constitute the faculty committee for the minor, and the department chair (or designate) will be designated as the committee chair for the minor. The committee must have a minimum of five members, and at least two-thirds of the committee must be tenured or tenure-track faculty.

Once approved, programs are required to submit a report to CUDPR every four years. The report must list the current chair and all committee members and include the number of students completing the minor in each of the prior four years. If the committee plans any changes in the requirements of the minor, these changes should be explained; changes require the same approvals as an original application, that is, approval by the college(s) or school(s), CUDPR, and the Faculty Council.

- C. The Certification Process for Students Completing the Requirements for a Minor  
Certification of completion of the requirements is done by the program's faculty committee chair (or the department's undergraduate advisor). An application for the certification of completion is initiated by the student and submitted to the chair of the faculty oversight committee at the time they complete their undergraduate degree or the certificate program, whichever comes later. Transcript recognition is awarded at that time.

Application for certification must be made directly to the academic unit offering the minor and is not a substitute for the application for graduation required by a student's degree-granting school or college.

After approval of the student's application, the Office of the Registrar will be notified so that the minor can be shown on the official transcript.

<sup>2</sup> Transcript-recognized minors will not appear on the University transcripts until next catalog.

<sup>3</sup> Use the federal CIP code selector site to pick a code, <http://nces.ed.gov/ipeds/cipcode>. After all other areas of this form are completed, forward a copy to the Office of Institutional Reporting, Research, and Information Systems (IRRIS) [IRRIS\\_data\\_request@utlists.utexas.edu](mailto:IRRIS_data_request@utlists.utexas.edu) with a request to verify the CIP code ("CIP CODE" in the subject line). Include your contact information, so an IRRIS member may contact you with any questions.

<sup>4</sup> See footnote <sup>1</sup>A.b. above: 15-20hours are required.

<sup>5</sup> See footnote <sup>1</sup>B. above

<sup>6</sup> Note with an asterisk (\*) courses that would be added if the transcript-recognized minor is approved. Specify changes to the qualifying courses by noting those no longer qualifying and those now qualifying. (*Add and delete rows as needed.*) If the course numbers and titles change on a regular basis, please indicate the types of courses and number of hours for required for each.

Note with a hashtag (#) courses that require a prerequisite and provide the prerequisite course numbers.