

COM Visual Media Minor

REQUEST TO ADD OR CHANGE A TRANSCRIPT-RECOGNIZED UNDERGRADUATE ACADEMIC MINOR AND/OR REQUEST FOR RECOGNITION ON THE UNIVERSITY TRANSCRIPTS¹

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 type="checkbox"/> Flags |
| <input type="checkbox"/> Course in the core curriculum | <input type="checkbox"/> Change in course sequencing for an existing program | <input 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.
- 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?
Impacted schools must be contacted and their response(s) included:
Person communicated with:
Date of communication:
Response:

4. **OFFICIAL NAME:** Minor in Visual Media
5. **PROPOSED IMPLEMENTATION DATE:**² Minor implemented in Fall 2016; these changes take effect Fall 2018.
6. **FIELD OF STUDY, CIP CODE** (administrative unit awarding the certificate):³ **Photojournalism, 09.0404**

7. **STATEMENT OF OBJECTIVE:**

This update is

- To update course options to keep current with inventory.
- To add a requirement that at least 12 hours must be taken in residence.
- To allow students from all majors (besides journalism) to be admitted.
- Adding allowance for pass/fail courses, if the course is only offered on that basis.

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8. ADMISSIONS REQUIREMENT (IF ANY):

No changes to admissions requirements since established in 2016.

9. NUMBER OF STUDENTS EXPECTED TO RECEIVE THE TRANSCRIPT-RECOGNIZED MINOR EACH SEMESTER: 16

10 ANTICIPATED ENROLLMENT CAPACITY? 128

11. NUMBER OF HOURS REQUIRED FOR COMPLETION:⁴ 15

12. COMPOSITION OF THE MINOR FACULTY COMMITTEE (INCLUDING THE COMMITTEE CHAIR):⁵

Name of Faculty Member	College/Department	Title at UT Austin	Highest Degree and Awarding Institution
Kathleen McElroy	School of Journalism	Associate Director	Ph.D, University of Texas at Austin
Dennis Darling	School of Journalism	Professor	Masters from School of the Art Institute of Chicago
Robert Jensen	School of Journalism	Professor	Ph.D, University of Minnesota
Donna De Cesare	School of Journalism	Professor	Master's in Philosophy from Essex University, UK
Kris Wilson	School of Journalism	Senior Lecturer	Ph.D, University of Colorado at Boulder
R.B. Brenner	School of Journalism	Director	Bachelor of Arts, Oberlin College

13. Academic Course Requirements:⁶ Use this table to identify the courses that qualify for this certificate program.

Course Abbreviation and Number	Course Title	SCH ⁷
COM 316	Photographic Communication	3
J 352F	Ethics in Journalism #J310F (or J320D) or COM316 (or J 316) with at least a B-grade.	3
J 311F	Reporting: Images #J301F (or J310) and J302F (or J315) with at least a C grade in each.	3
J 331D*	Intermediate Photographic Communication #COM 316 (or J 316) with at least a C grade.	3
J 333G	Advanced Visual Journalism: Photo #COM 316 (or J 316) with at least a C grade.	3
J 333J	Photography for Reporting Texas #J 310F or COM 316 with at least a B- grade.	
J 334G	Advanced Visual Journalism: Video #COM 316 (or J 316) with at least a C grade, and J 310F (or 320D) and 311F (or 321C) with at least a B- grade in each.	3
J 336D	Graphic Design for Print and Online #J310F (or J320D) or COM316 (or J 316) with at least a B-grade.	3

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J 340J	Documentary Tradition of Latin America #J310F (or J320D) or COM316 (or J 316) with at least a B-grade.	3
J 347G	Cultural Survey of Photography #J310F (or J320D) or COM316 (or J 316) with at least a B-grade.	3
J 330J	Advanced Photo Editing & Design – CZE (Prague Maymester)	3
349T-23	Photo Book Self Publishing)	3

14. OTHER MINOR REQUIREMENTS:

No changes to other minor requirements since established in 2016.

15. COLLEGE/SCHOOL APPROVAL PROCESS:

Department approval date: July 17, 2017	Approved by whom: School of Journalism faculty
College approval date: September 5, 2017	Approved by whom: Moody College Administrative Cmtee.
Dean approval date: September 11, 2017	Approved by whom: Jay Bernhardt, Dean

Visual Media Minor

The Visual Media Minor will affords undergraduate students across the University the opportunity to increase their visual literacy and skills, particularly in the areas of photography, photojournalism, video storytelling, and graphic design. In addition, students will study the foundations of journalism ethics and learn techniques to approach ethical decisions within the field of visual media.

In order to apply for a Visual Media Minor, a student must have at least 2.5 GPA and have completed Communication 316. If demand exceeds space available, students will be selected based on a review of academic record, particularly performance in Communication 316, as well as a review of their visual portfolio. The School of Journalism reserves the right to limit the number of students accepted as Visual Media Minors. ~~All courses must be taken in residence, and for a letter grade (not pass/fail).~~ Participating students must have a 2.5 GPA overall at the end of each academic year in order to continue in the minor. This minor is not available to students majoring in Journalism with a major in the Moody College.

The minor program requires 15 hours of coursework, ~~including at least nine 12 of which must be completed in residence, and with at least six taken at the upper-division hours level.~~ All courses must be taken for a letter grade, unless a course is only offered on a pass/fail basis. Students must fulfill the following requirements:

1. Communication 316, ~~Introduction to Photographic Communication~~ and Journalism 352F, ~~Ethics in Journalism~~
2. Nine additional hours to be selected from these courses:
Journalism 311F, ~~Reporting: Images~~ 331D, Journalism 333G, ~~Advanced Visual Journalism: Photo Journalism~~ 334G, ~~Advanced Visual Journalism: Video Journalism~~ 336D, ~~Graphic Design for Online & Print Journalism~~ 333J, ~~Photography for Reporting Texas Journalism~~ 340J, ~~Documentary Tradition of Latin America Journalism~~ 347G, ~~Cultural Survey of Photography Journalism~~ 349T, ~~(Topic 23: Photo Book Self Publishing) Journalism~~ 330J, ~~Advanced Photo Editing & Design – CZE (Prague Maymester)~~
3. ~~All courses must be taken for a letter grade.~~

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. For questions on completing this section, please contact Victoria Cervantes, fc@austin.utexas.edu, 471-5934 or Brenda Schumann, brenda.schumann@austin.utexas.edu, 475-7654

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¹ 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.

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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.

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

³ 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 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.

⁴ See footnote ¹A.b. above: 15-20hours are required.

⁵ See footnote ¹B. above

⁶ 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.

⁷ Semester Credit Hours.