

Cover Sheet: Request 15333

GRA 4905 - Directed Study

Info

Process	Course New Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Maria Rogal mrogal@ufl.edu
Created	10/12/2020 9:35:20 AM
Updated	12/7/2020 9:30:15 PM
Description of request	Add a new, directed independent elective course so that advanced graphic design majors and others interested in graphic design may investigate a topical area of study in graphic design for which the content or depth is not provided in regularly offered courses.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CFA - Art and Art History 13020000	Elizabeth Caple		10/23/2020
No document changes					
College	Approved	CFA - College of Fine Arts	Jennifer Setlow		11/20/2020
GRA4905_Syllabus_Sample_F2020.docx					11/13/2020
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			11/20/2020
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 15333

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Description of request: Add a new, directed independent elective course so that advanced graphic design majors and others interested in graphic design may investigate a topical area of study in graphic design for which the content or depth is not provided in regularly offered courses.

Submitter: Maria Rogal mrogal@ufl.edu

Created: 12/9/2020 11:13:03 AM

Form version: 5

Responses

Recommended Prefix GRA

Course Level 4

Course Number 905

Category of Instruction Advanced

Lab Code None

Course Title Directed Study

Transcript Title Directed Study

Degree Type Baccalaureate

Delivery Method(s) On-Campus, Online, Off-Campus

Co-Listing No

Effective Term Earliest Available

Effective Year Earliest Available

Rotating Topic? Yes

Repeatable Credit? Yes

If repeatable, # total repeatable credit allowed 9

Amount of Credit Variable

If variable, # min 0

If variable, # max 9

S/U Only? No

Contact Type Directed Individual Studies

Weekly Contact Hours 1

Course Description This is an elective, self-directed course for the advanced student to investigate a topical area of study in graphic design not provided in the regularly offered courses. Coursework is conducted based on a proposal and plan developed by the student and faculty supervisor, with departmental approval.

Prerequisites Junior standing or above, with departmental approval.

Co-requisites None.

Rationale and Placement in Curriculum This course allows for advanced students to explore topics of interest in graphic design that are either not provided in regularly offered courses/curriculum or not offered at the advanced level the student seeks to explore.

Course Objectives This is an elective, self-directed course for the advanced student to investigate a topical area of study in graphic design for which the content or depth is not provided in regularly offered courses. Coursework is conducted based on a proposal and plan developed by the student in consultation with the faculty supervisor.

Course Textbook(s) and/or Other Assigned Reading Because this is a directed individual study, a list of resources will be created based on the topic at hand.

Students taking graphic design courses are required to have appropriate hardware, software and access to the Internet and perform design and design-related tasks, including access to UF's Canvas, GSuite, Google Drive, Teams, OneDrive, and Adobe Creative Cloud.

Weekly Schedule of Topics This is a directed individual study course. The goal is for the student to develop knowledge in a specific area of graphic design. The structure is comprised of regular meetings that support the student's ability to carry out the project and will follow a plan designed by the student with the faculty supervisor prior to or during the first weeks of the semester.

Grading Scheme Sample Grading Rubric based on projects/making design.

Communication — 20%

Proactively communicates progress and concerns, timely responses, documents questions or concerns as the semester progresses, communicates using professional conventions of writing and design.

Professionalism/Planning — 20%

Demonstrates ability to work independently, plan the project from inception to delivery, time management and meeting interim and final deadlines. Well-prepared for weekly meetings.

Design Process — 20%

Demonstrates ability to carry out the complex project (research, readings, projects, or a combination) from start to finish. Ex: process is planned with consistent and appropriate follow-through.

Design Realization — 20%

Deliverables are formally, technically, and conceptually resolved. This included, but not limited to, attention to detail, appropriateness of solution and production. Materials are clear, engaging, well-designed according to current best practices (typography, layout, illustration) and includes multiple perspectives through its contents (ex: interviews, observations) using material at hand.

Digital Craft/Production — 20%

Preparation and delivery of files that meet professional standards for production. This includes appropriate preparation of images and other assets for print and digital production.

Instructor(s) To be determined (varies by faculty expertise).

Attendance & Make-up Yes

Accomodations Yes

UF Grading Policies for assigning Grade Points Yes

Course Evaluation Policy Yes

Syllabus

GRA 4905 Directed Individual Study in Graphic Design | 3 Credits

Fall 2020 Framing Design Practice

This is a sample syllabus prepared for fall 2020. Instructors will rotate.

Prerequisites

Junior standing or above, permission from graphic design faculty member, departmental approval.

instructor

Maria Rogal

course meeting times and location

As arranged with faculty member supervising directed study. Meeting one hour per week.

Office Hours

By appointment/arrangement

course description

This is an elective, self-directed course for the advanced student to investigate a topical area of study in graphic design for which the content or depth is not provided in regularly offered courses. Coursework is conducted based on a proposal and plan developed by the student and approved by the faculty supervisor.

Example Statement of purpose

This is an individual study that focuses on 1) elevating design's impact and making it accessible using the collaboration between Project YouthBuild (PYB), the Mint Design Studio, and the MXD Lab as an example case study 2) removing barriers and connecting people, alumni, and prospective students to UF Designers works and mission to build an equitable future.

required materials

- Access to UF's Canvas, GSuite, Google Drive, Teams, and OneDrive.
- In order for you to fully participate and meet course learning objectives, students taking graphic design courses are required to have appropriate hardware, software and access to the Internet. See [this website](#) for more details regarding hardware, software, specifications, and some purchasing options, including discounts for UF students.
- Because computer access is an institutional requirement, computer costs are designated as allowable costs for students who qualify for Financial Aid. Accordingly, Student Financial Affairs has added costs for access to a computer into budgets. For more information, contact your financial adviser in the Office of Student Financial Affairs directly.

fees + equipment use

Materials and Supplies Fees: \$0.00.

course structure

This is a directed individual study course. The goal is for the student to develop knowledge in a specific area of graphic design. The structure is comprised of regular meetings that support the student's ability to carry out the project and will follow a plan designed by the student with the faculty supervisor prior to or during the first weeks of the semester.

Objectives

- Provide the opportunity to advance a student's understanding of design through research, readings, projects, or a combination under faculty supervision.
- In-depth, advanced exploration in a topical area of graphic design beyond the current course offerings.

Expectations for communication

- Zoom (weekly meetings)
- Other communication via Microsoft Teams
- Reach out to Mint participants for additional materials

Schedule (tentative)

The schedule will be finalized during week one. A tentative plan is required for approval.

grading + evaluation

UF grading policies for assigning grade points are located here: catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/.

The purpose of grading and evaluation is to pinpoint the strengths and weaknesses of one's performance. Information on current UF grading policies for assigning grade points is online here:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>.

grading scale

A 100-94

exceptional work

C

76-73

average

A- 93-90

superior work

C-

72-70

below average work

B+ 89-87

very good work

D+

69-67

barely meeting criteria

B 86-83

above average work

D

66-63

not meeting criteria

B- 82-80

slightly above average work

D-

62-60

not meeting much criteria

C+ 79-77 adequate, average work

E

59-0

failure to meet criteria

sample grading Rubric. varies per instructor and project. below is a sample for a directed individual study focused on making.

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↑

Digital Craft/Production — 20%

Preparation and delivery of files that meet professional standards for production. This includes appropriate preparation of images and other assets for print and digital production.

Expectations for satisfactory performance

Semester grade will be assigned based on instructor/student conversation and assessment of performance according to the five categories above.

CLASS ATTENDANCE, MAKE-UP EXAMS AND OTHER WORK

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies. [Click here to read the university attendance policies](#) .

Accommodations for students with disabilities

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#) . It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester. , <https://www.dso.ufl.edu/drc>

UE grades and grading policies

UF grades and grading policies

More information on UF grading policy may be found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Technical Issues

To resolve technical issues, [visit the helpdesk website](#) or call 352-392-4357.

UF Honor Pledge

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code specifies a number of behaviors that are in violation of this code and the possible sanctions. [Click here to read the Honor Code](#) . Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Campus Resources: Health and Wellness

U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Discrimination, Harassment, Assault, or Violence

If you or a friend has been subjected to sexual discrimination, sexual harassment, sexual assault, or violence contact the **Office of Title IX Compliance**, located at Yon Hall Room 427, 1908 Stadium Road, (352) 273-1094, title-ix@ufl.edu

Sexual Assault Recovery Services (SARS) Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/> .

UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#) .

Campus Resources: Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu .
<https://lss.at.ufl.edu/help.shtml> .

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/> .

Library Support, <http://cms.uflib.ufl.edu/ask> . Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.
<https://teachingcenter.ufl.edu/> .

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.
<https://writing.ufl.edu/writing-studio/> .

Student Complaints Campus: https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf .

On-Line Students Complaints: <http://www.distance.ufl.edu/student-complaint-process> .

PROPOSAL FOR UNDERGRADUATE INDIVIDUAL STUDY

Full Name: _____ UFID: _____

Phone: _____ email: _____

Major: _____ GPA: _____ Date of Proposal: _____

Please check the one that applies to you:

ART 4905C _____ Credit Hours (1-3) Individual/Independent Study for Art Studio

ARH 4905 _____ Credit Hours (1-3) Individual/Independent Study for Art History

SEMESTER FOR COURSE: FALL 20 _____ SPRING 20 _____ SUMMER 20 _____ A B C

Write a brief statement of purpose of your proposed study including a short outline of major points and ideas to be dealt with, deadlines, and expectations for satisfactory performance.

STUDENT SIGNATURE: _____

DATE: _____

FACULTY NAME (PRINTED): _____

FACULTY SIGNATURE: _____

DATE: _____

DIRECTOR SIGNATURE: _____

DATE: _____

ADVISOR'S SIGNATURE: _____

DATE: _____

Please complete form with student and faculty signatures and return to the undergraduate advising office for approval and registration.

Emails indicating approval may be forwarded to the undergraduate advisor in lieu of signature on this form.