

Cover Sheet: Request 14202

DIG4930 Special Topics in DAS

Info

Process	Course New Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Phillip Klepacki pklepacki@arts.ufl.edu
Created	9/6/2019 11:50:27 AM
Updated	10/8/2019 4:20:06 PM
Description of request	Creation of new Special Topics in DAS course that provides upper-level DAS students with a comprehensive study of current and significant topics in the digital arts and sciences. Under the supervision of an instructor, Special Topics will help equip students with the knowledge and skills necessary to navigate emergent technologies, theories, and methodologies.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CFA - Digital Worlds 015851001	James Oliverio		9/6/2019
No document changes					
College	Approved	CFA - College of Fine Arts	Jennifer Setlow		9/20/2019
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			9/20/2019
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 14202

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Request: DIG4930 Special Topics in DAS

Description of request: Creation of new Special Topics in DAS course that provides upper-level DAS students with a comprehensive study of current and significant topics in the digital arts and sciences. Under the supervision of an instructor, Special Topics will help equip students with the knowledge and skills necessary to navigate emergent technologies, theories, and methodologies.

Submitter: Phillip Klepacki pklepacki@arts.ufl.edu

Created: 10/8/2019 4:17:14 PM

Form version: 3

Responses

Recommended Prefix DIG

Course Level 4

Course Number 930

Category of Instruction Advanced

Lab Code None

Course Title Special Topics in DAS

Transcript Title Special Topics in DAS

Degree Type Baccalaureate

Delivery Method(s) On-Campus, Online

Co-Listing No

Effective Term Earliest Available

Effective Year Earliest Available

Rotating Topic? Yes

Repeatable Credit? Yes

If repeatable, # total repeatable credit allowed 12

Amount of Credit Variable

If variable, # min 1

If variable, # max 4

S/U Only? No

Contact Type Regularly Scheduled

Weekly Contact Hours 1-4

Course Description Special Topics provides upper-level DAS students with a comprehensive study of current/significant topics in the digital arts and sciences. Special Topics allows faculty to offer courses in emergent technologies, theories, and methodologies not already included in the curriculum, and provide students with the knowledge and skills necessary in these areas.

Prerequisites MAJOR: DAR_BADA

Co-requisites N/A

Rationale and Placement in Curriculum Special Topics in DAS aims to equip students with specialized, industry-specific skills and knowledge that are time-sensitive and prone to change in the ever-shifting landscape of the Digital Arts and Sciences. As a field working with emergent technologies, our students often find themselves facing new methodologies, tools, and theories that may not fit into the overall design of the program and courses. Special Topics, as a course that can be flexible in its topic area, allows us to provide a course in which these radical transformations in the field can be engaged and mastered by students under the supervision guidance of an instructor well-versed in these areas.

Course Objectives Explain the scope and parameters of current and vital topics to the digital arts and sciences

Apply emergent and developing methodologies and technologies to resolve problems within the topic area

Practice skills that are fresh to the industry within the topic area

Course Textbook(s) and/or Other Assigned Reading To be determined by the instructor.

Weekly Schedule of Topics Students will attend regularly-scheduled classes with the course instructor to discuss assigned readings and projects, practice various skills, and receive lectures on

key areas of importance to the selected topic area. Meetings will occur twice a week (a single period and a double period meeting per week) and will be supported by outside course work that will inform student participation and engagement in the course.

The specific content of each course schedule will be unique and tailored to the focus of the course itself. In general, students can expect that course content will be relevant to the topic area, updated and current with ongoing developments in that topic area, and beneficial to those pursuing an interest in the topic area (both during and after their undergraduate careers).

The exact specifics of weekly topics, assignment deadlines, and types of projects will be determined by the instructor.

Grading Scheme This course is graded according to the standard UF grading scale. While instructors will determine the specifics of certain projects, students can expect the following types of projects in the course: (see syllabus for further details)

Instructor(s) To be determined

Attendance & Make-up Yes

Accommodations Yes

UF Grading Policies for assigning Grade Points Yes

Course Evaluation Policy Yes

DIG4930 Special Topics in DAS

Instructor

TBD

Phone

(352) 294-2000

Email

Canvas Mail

Office Location

TBD

Office Hours

TBD

Course Number

DIG4930

Semester/Year

TBD

Course Credits

1-4 credits

Course Location

TBD

Course Meeting Times

TBD

Course Description

Special Topics provides upper-level DAS students with a comprehensive study of current/significant topics in the digital arts and sciences. Special Topics allows faculty to offer courses in emergent technologies, theories, and methodologies not already included in the curriculum, and provide students with the knowledge and skills necessary in these areas.

Pre-Requisite Knowledge and Skills

BA in Digital Arts and Sciences major (DAR_BADA)

Objectives: By the end of this course, students will be able to:

- Explain the scope and parameters of current and vital topics to the digital arts and sciences
- Apply emergent and developing methodologies and technologies to resolve problems within the topic area
- Practice skills that are fresh to the industry within the topic area

Required Materials

- To be determined by the instructor.

Recommended Materials

- To be determined by the instructor.

Course Schedule

Students will attend regularly-scheduled classes with the course instructor to discuss assigned readings and projects, practice various skills, and receive lectures on key areas of importance to the selected topic area. Meetings will occur twice a week (a single period and a double period meeting per week) and will be supported by outside course work that will inform student participation and engagement in the course.

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The exact specifics of weekly topics, assignment deadlines, and types of projects will be determined by the instructor.

Evaluation of Grades

This course is graded according to the standard UF grading scale found at <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>. While instructors will determine the specifics of certain projects, students can expect the following types of projects in the course:

Assignments

Assignments refer to any assigned weekly work that is performed outside of class. This could include weekly written responses, working on portion of a project, conducting peer review of projects, etc. These are shorter projects that are designed to prepare students for upcoming courses and to put into practice/support knowledge students have acquired from previous class meetings.

Assignments will be evaluated using two criteria, the percentage of which is to be determined by the instructor:

- 1.) Completion of the assignment
- 2.) Quality of the completed assignment

Grades will be posted at the end of the following week with written feedback to help guide and direct students in upcoming tasks and assignments. The specific details of what students will discuss, and content are on a course by course basis.

Projects

Students can expect that the Special Topics course may have or conclude with a larger project. These projects are designed to serve as a culmination of students' skills and learning throughout the course of the semester and designed to show a working knowledge of the topics covered in weekly meetings.

The projects will be assessed on the following criteria, the percentage of which is to be determined by the instructor:

- 1.) Implementation of key skills and knowledge from the course
- 2.) Functionality of the project

3.) Achievement and expertise in the topic area

Grades will be posted within two weeks with written feedback to help guide and direct students in upcoming tasks and assignments. The specific details of what students will discuss, and content are on a course by course basis.

Attendance

Attendance will be determined using a method of the instructor's choosing. Students must be present and expectations for being present in class will be defined by the instructor at the start of the course. Students will be excused for UF approved reasons; all other absences from the assigned times will need to be discussed with the facilitating faculty member prior to an absence. Attendance grades will be calculated based on how frequently students show up to the class.

More information on grades and grading policies is here:

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

Grading Scale

Letter Grade	% Equivalency	GPA Equivalency
A	94 – 100%	4.0
A-	90 – 93%	3.67
B+	87 – 89%	3.33
B	84 – 86%	3.00
B-	80 – 83%	2.67
C+	77 – 79%	2.33
C	74 – 76%	2.00
C-	70 – 73%	1.67
D+	67 – 69%	1.33
D	64 – 66%	1.00
D-	60 – 63%	.67
E, I, NG, S-U, WF	0 – 59%	0.00

More information on grades and grading policies is here:

<https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>

Materials and Supply Fees

Material and supply and equipment use fee information is available from the academic departments or from the schedule of courses (Florida Statutes 1009.24). The total course fee for this class is \$0.00.

The total course fee for each course is listed on the UF Schedule of Courses. (<https://registrar.ufl.edu/soc/>).

Course Policies

Attendance Policy, Class Expectations, and Make-Up Policy

We value participation more than mere attendance. The instructor is responsible for communicating the specific details of what percentage of your grade (if any) will be assigned to participation, and how class participation will be measured and graded. Interaction with your peers and the instructor will empower you to greater achievement.

Attendance for On-Campus and RT On-Line students is mandatory. Students are allowed **three unexcused absences**. If you miss more than **three classes** during the semester, each additional absence will lower your overall grade by **100 points**. If you miss more than **six classes**, you will fail the course. Exempt from this policy are only those absences involving university-sponsored events, such as athletics and band, and religious holidays, family emergencies, and health issues for which **you must provide appropriate documentation in advance of the absence**.

If you miss an assignment, you must notify the instructor immediately. Assignments over 24 hours late will receive a point deduction of the instructor's choosing. Assignments over 72 hours late will receive a failing grade. Exempt from this policy are assignments covered by UF approved excuses.

Additionally, tardiness will not be tolerated. If you are tardy for three class periods, you will receive an unexcused absence.

YOT On-Line students will be expected to stay in sync with the rest of the class, and to achieve their participation portion by recording their responses to course material in advance of each lecture at least once a week.

Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>

Course Technology

The students will be required to have access to and use a personal computer with the access to the Internet. Word editing software will be required for written assignments.

The University of Florida and Digital Worlds requires that students have access to and on-going use of a laptop/mobile computer for DIG courses in order to be able to function in the current learning environment. Digital Worlds requires each student's laptop computer to meet certain minimum specs for heavy graphics use, the requirements documented below must be met.

DW Computer Requirements: <http://digitalworlds.ufl.edu/programs/ba-in-digital-arts-sciences/new-student-buyers-guide/>

Course Communications

Students can communicate directly with the instructor regarding the course material through the course management system (CANVAS) using "Canvas Mail".

Course Technology Support

The [Technology Support Center](http://digitalworlds.ufl.edu/support) provides computer support for Digital Worlds students who access Zoom, lecture recordings, student equipment, facilities and other technology-based resources.

<http://digitalworlds.ufl.edu/support>

For computer assistance related to Zoon, lecture recordings, student equipment, and facilities request please [Submit a Help Ticket](#) or email support@digitalworlds.ufl.edu.

For support related to account services, technical consulting, mobile device services, software services, administrative support, application support center, and learning support services, please contact the [UF Computing Help Desk](#) available 24 hours a day, 7 days a week at 352-392-4357 or helpdesk@ufl.edu.

UF Policies

University Honesty Policy

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 (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. 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.

Class Demeanor

Students are expected to arrive to class on time and behave in a manner that is respectful to the instructor and to fellow students. Please avoid the use of cell phones and restrict eating to outside of the classroom. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, <https://www.dso.ufl.edu/drc>) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Netiquette Communication Courtesy

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats, more information can be found at: <http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary

action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see:

<http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluer.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

Campus Resources

U Matter, We Care:

If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.

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 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/>.

E-learning Technical Support

352-392-4357 (select option 2) or e-mail to Learning- learning-support@ufl.edu

Career Connections Center

Reitz Union, 392-1601. Career assistance and counseling. <https://career.ufl.edu>

Library Support

Various ways to receive assistance with respect to using the libraries or finding resources.

<http://cms.uflib.ufl.edu/ask>

Teaching Center

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

Writing Studio

2215 Turlington Hall, 846-1138. Help brainstorming, formatting, and writing papers.

<http://writing.ufl.edu/writing-studio/>

Student Complaints Campus

<http://regulations.ufl.edu/wp-content/uploads/2012/09/1.0063.pdf>

Online Students Complaints

<http://www.distance.ufl.edu/student-complaint-process>

Disclaimer: This syllabus represents the instructor's current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.