## **Cover Sheet: Request 10328**

### **CEN4721C Human-Comp Interact**

#### Info

Process	Course Modify Ugrad/Pro
Status	Pending
Submitter	Best,Todd tbest@cise.ufl.edu
Created	7/28/2015 9:47:29 AM
Updated	10/7/2015 3:16:22 PM
Description	Studies the major topics in the study, planning and design of the interaction between
	people and computers. Topics include interface design (principles, theories and
	guidelines), virtual environments, interactive devices and collaboration.

#### Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	ENG - Computer and Information	Sanders, Beverly A	Comment	7/28/2015
		Science and Engineering 011914001			
Added ucc2 C	EN 4721C				7/28/2015
College	Approved	ENG - College of Engineering	Caple, Elizabeth		10/7/2015
No document	changes		_		
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			10/7/2015
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				



### **UCC2: Change Course Transmittal Form**

Cur	Current SCNS Course Identification						
1.	Prefix: CEN	2. Level: 4	3. Number: 721 4. Lab Code: C				
5.	Course Title:	Human-Comp Interact					
Req	uested Action						
6.	Effective Term:	Earliest Available 7.	. Effective Year: Earliest Available				
8.	Action:	Terminate Course [] (Skip to item 24 on this form	Other ⊠ m.) (Indicate all changes below.)				

# If you select "yes" to change any item below, complete the corresponding "current" and "proposed" fields.

Item	Change?	Current	Proposed
9. Course Prefix:	Yes 🗌	XXX	XXX
10. Course Level:	Yes 🗌	Select	Select
11. Course Number:	Yes 🗌	XXX	XXX
12. Lab Code*:	Yes 🖂	С	Select
13. Course Title:	Yes 🗌	Click here to enter text.	Click here to enter text.
14. Transcript Title: (21 characters max)	Yes 🗌	Click here to enter transcript title.	Click here to enter transcript title.
15. Credit Hours*:	Yes 🗌	Select	Select
16. Variable Credit*:	Yes 🗌	Min # and max # credits per semester	Min # and max # credits per semester
17. S/U Only:	Yes 🗌	Select	Select
18. Contact Type*:	Yes 🗌	Select Contact Type	Select Contact Type
19. Rotating Topic:	Yes 🗌	Select	Select
20. Repeatable Credit*:	Yes 🗌	Select	Select
21. Course  Description*:  (50 words or fewer.)	Yes 🗌	Click here to enter text.	Click here to enter text.
22. Prerequisites:	Yes 🗌	Click here to enter text.	Click here to enter text.
23. Co-requisites:	Yes 🗌	Click here to enter text.	Click here to enter text.

<sup>\*</sup> If the request is for a change in lab code, credit hours, contact type or course description, a syllabus must be attached and the syllabus checklist on the next page of this form must be completed.

#### 24. Rationale and Placement in Curriculum

This is a request to correct a mistake in the original course number assignment for this course by removing the C designation. It does not have, and has never had a lab associated with the course. The original request has a mistake on the UCC2 form, but the syllabus did not mention a lab. Please see the original request with syllabus at http://apps.aa.ufl.edu/Approval/Requests/Info/7279

Syllabus Requirements Checklist  The University's complete Syllabus Policy can be found at: <a href="http://www.aa.ufl.edu/Data/Sites/18/media/policies/syllabi-policy.pdf">http://www.aa.ufl.edu/Data/Sites/18/media/policies/syllabi-policy.pdf</a>
The syllabus of the proposed course <b>must</b> include the following:
Course title
☐ Instructor contact information (if applicable, TA information may be listed as TBA)
Office hours during which students may meet with the instructor and TA (if applicable)
Course objectives and/or goals
A weekly course schedule of topics and assignments.
☐ Methods by which students will be evaluated and their grades determined
☐ Information on current UF grading policies for assigning grade points. This may be achieved by including a link to the appropriate undergraduate catalog web page: <a href="https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx">https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx</a> .
List of all required and recommended textbooks
☐ Materials and Supplies Fees, if any
A statement related to class attendance, make-up exams and other work such as: "Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found in the online catalog at:  https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx."
A statement related to accommodations for students with disabilities such as: "Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation."
A statement informing students of the online course evaluation process such as: "Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at <a href="https://evaluations.ufl.edu">https://evaluations.ufl.edu</a> . Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <a href="https://evaluations.ufl.edu/results.">https://evaluations.ufl.edu/results."</a>
It is <b>recommended</b> that the syllabus contain the following:
☐ Critical dates for exams or other work
☐ Class demeanor expected by the professor (e.g. tardiness, cell phone usage)
☐ The university's honesty policy regarding cheating, plagiarism, etc.
Suggested wording: 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 ( <a href="http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/">http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/</a> ) 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.
Contact information for the Counseling and Wellness Center: <a href="http://www.counseling.ufl.edu/cwc/">http://www.counseling.ufl.edu/cwc/</a> , 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies