

Cover Sheet: Request 11328

FOT4810 Advanced Translation Workshop

Info

| | |
|------------------------|---|
| Process | Course New Ugrad/Pro |
| Status | Pending at PV - University Curriculum Committee (UCC) |
| Submitter | Ingrid Kleespies iakl@ufl.edu |
| Created | 12/1/2016 12:58:30 PM |
| Updated | 10/24/2017 9:11:19 AM |
| Description of request | Advanced capstone seminar devoted to the planning and carrying out of a capstone translation project. Topics will vary depending on student's language and areas of interest. By working closely with the instructor mentor, student acquires hands-on professional experience. Must be arranged individually with participating faculty. |

Actions

| Step | Status | Group | User | Comment | Updated |
|--|----------|---|------------------|--|-----------|
| Department | Approved | CLAS - Languages, Literatures and Cultures 011686001 | Ingrid Kleespies | | 12/1/2016 |
| UCC Consult FOT Courses_SPS.pdf | | | | | 12/1/2016 |
| College | Recycled | CLAS - College of Liberal Arts and Sciences | Ingrid Kleespies | <ul style="list-style-type: none"> Same objections as FOT 4801 re. consultation and graded components. Also, it seems highly unlikely that instructors will be spending three hours per week individually with students for the entire semester. We suggest that the course be modeled on 4905 (individual work) or 4911 (research). You state that "Because of this format, enrollment will be restricted to those students who are pursuing the Certificate, and will be open only to those who have taken the intro course (FOT4801) and who have taken or are currently taking (with permission of instructor) second (elective) course required for the Certificate." This means that the prerequisite is incorrectly stated (4801 alone) and that the second FOT course can also be a co-requisite. | 1/11/2017 |
| No document changes | | | | | |
| Department | Approved | CLAS - Languages, Literatures and Cultures 011686001 | Ingrid Kleespies | | 4/11/2017 |
| RE permission to offer FOT courses.txt | | | | | 4/11/2017 |

| Step | Status | Group | User | Comment | Updated |
|-----------------------------------|----------|--|------------------|--|------------|
| College | Recycled | CLAS - College of Liberal Arts and Sciences | Ingrid Kleespies | This item has been conditionally approved by the CLAS Curriculum Committee. Please make the following changes: <ul style="list-style-type: none"> o Frequency of meetings is variously described as weekly, biweekly, or as needed. We suggest, in each case, "by arrangement". o We question the 20% participation grade in a course that consists heavily of student/professor discussions anyway. Can you justify? o Please reformulate the prerequisite, writing the word "or" in lower-case italics and using an ampersand for "and". Suggested wording: "FOT 4801 as well as one or more of the following: CHW 4150 or FOT 4803...." | 5/1/2017 |
| No document changes | | | | | |
| Department | Approved | CLAS - Languages, Literatures and Cultures 011686001 | Ingrid Kleespies | | 10/18/2017 |
| No document changes | | | | | |
| College | Approved | CLAS - College of Liberal Arts and Sciences | Ingrid Kleespies | | 10/24/2017 |
| No document changes | | | | | |
| University Curriculum Committee | Pending | PV - University Curriculum Committee (UCC) | | | 10/24/2017 |
| 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 11328

Info

Request: FOT4810 Advanced Translation Workshop

Description of request: Advanced capstone seminar devoted to the planning and carrying out of a capstone translation project. Topics will vary depending on student's language and areas of interest. By working closely with the instructor mentor, student acquires hands-on professional experience. Must be arranged individually with participating faculty.

Submitter: Ingrid Kleespies iakl@ufl.edu

Created: 4/11/2017 8:42:22 AM

Form version: 2

Responses

Recommended Prefix

Enter the three letter code indicating placement of course within the discipline (e.g., POS, ATR, ENC). Note that for new course proposals, the State Common Numbering System (SCNS) may assign a different prefix.

Response:

FOT

Course Level

Select the one digit code preceding the course number that indicates the course level at which the course is taught (e.g., 1=freshman, 2=sophomore, etc.).

Response:

4

Number

Enter the three digit code indicating the specific content of the course based on the SCNS taxonomy and course equivalency profiles. For new course requests, this may be XXX until SCNS assigns an appropriate number.

Response:

810

Category of Instruction

Indicate whether the course is introductory, intermediate or advanced. Introductory courses are those that require no prerequisites and are general in nature. Intermediate courses require some prior preparation in a related area. Advanced courses require specific competencies or knowledge relevant to the topic prior to enrollment.

Response:

Advanced

- 1000 and 2000 level = Introductory undergraduate
- 3000 level = Intermediate undergraduate
- 4000 level = Advanced undergraduate
- 5000 level = Introductory graduate
- 6000 level = Intermediate graduate
- 7000 level = Advanced graduate

4000/5000 and 4000/6000 levels = Joint undergraduate/graduate (these must be approved by the UCC and the Graduate Council)

Lab Code

Enter the lab code to indicate whether the course is lecture only (None), lab only (L), or a combined lecture and lab (C).

Response:
None

Course Title

Enter the title of the course as it should appear in the Academic Catalog.

Response:
Advanced Translation Workshop

Transcript Title

Enter the title that will appear in the transcript and the schedule of courses. Note that this must be limited to 21 characters (including spaces and punctuation).

Response:
Adv. Trans. Wrkshp.

Degree Type

Select the type of degree program for which this course is intended.

Response:
Baccalaureate

Delivery Method(s)

Indicate all platforms through which the course is currently planned to be delivered.

Response:
4136On-Campus

Co-Listing

Will this course be jointly taught to undergraduate, graduate, and/or professional students?

Response:
No

Effective Term

Select the requested term that the course will first be offered. Selecting "Earliest" will allow the course to be active in the earliest term after SCNS approval. If a specific term and year are selected, this should reflect the department's best projection. Courses cannot be implemented retroactively, and therefore the actual effective term cannot be prior to SCNS approval, which must be obtained prior to the first day of classes for the effective term. SCNS approval typically requires 2 to 6 weeks after approval of the course at UF.

Response:

Earliest Available

Effective Year

Select the requested year that the course will first be offered. See preceding item for further information.

Response:
Earliest Available

Rotating Topic?

Select "Yes" if the course can have rotating (varying) topics. These course titles can vary by topic in the Schedule of Courses.

Response:
No

Repeatable Credit?

Select "Yes" if the course may be repeated for credit. If the course will also have rotating topics, be sure to indicate this in the question above.

Response:
No

Amount of Credit

Select the number of credits awarded to the student upon successful completion, or select "Variable" if the course will be offered with variable credit and then indicate the minimum and maximum credits per section. Note that credit hours are regulated by Rule 6A-10.033, FAC. If you select "Variable" for the amount of credit, additional fields will appear in which to indicate the minimum and maximum number of total credits.

Response:
3

S/U Only?

Select "Yes" if all students should be graded as S/U in the course. Note that each course must be entered into the UF curriculum inventory as either letter-graded or S/U. A course may not have both options. However, letter-graded courses allow students to take the course S/U with instructor permission.

Response:
No

Contact Type

Select the best option to describe course contact type. This selection determines whether base hours or headcount hours will be used to determine the total contact hours per credit hour. Note that the headcount hour options are for courses that involve contact between the student and the professor on an individual basis.

Response:
Directed Individual Studies

- Regularly Scheduled [base hr]
- Thesis/Dissertation Supervision [1.0 headcount hr]
- Directed Individual Studies [0.5 headcount hr]
- Supervision of Student Interns [0.8 headcount hr]
- Supervision of Teaching/Research [0.5 headcount hr]
- Supervision of Cooperative Education [0.8 headcount hr]

Contact the Office of Institutional Planning and Research (352-392-0456) with questions regarding contact type.

Weekly Contact Hours

Indicate the number of hours instructors will have contact with students each week on average throughout the duration of the course.

Response:

3

Course Description

Provide a brief narrative description of the course content. This description will be published in the Academic Catalog and is limited to 50 words or fewer. See course description guidelines.

Response:

Advanced capstone seminar devoted to the planning and carrying out of a capstone translation project. Topics will vary depending on student's language and areas of interest. By working closely with the instructor mentor, student acquires hands-on professional experience. Must be arranged individually with participating faculty.

Prerequisites

Indicate all requirements that must be satisfied prior to enrollment in the course. Prerequisites will be automatically checked for each student attempting to register for the course. The prerequisite will be published in the Academic Catalog and must be formulated so that it can be enforced in the registration system. Please note that upper division courses (i.e., intermediate or advanced level of instruction) must have proper prerequisites to target the appropriate audience for the course.

Response:

FOT4801 and CHW4150 OR FOT4803 OR FRE3320 OR FRE4420 OR HBR4930 OR JPN4415 OR POR4930 OR RUS4503 OR RUS4504 OR SPN3435 OR SPN3930 OR SPN4930. Co-enrollment in elective course with certificate administrator approval.

Completing Prerequisites on UCC forms:

- Use "&" and "or" to conjoin multiple requirements; do not use commas, semicolons, etc.
- Use parentheses to specify groupings in multiple requirements.
- Specifying a course prerequisite (without specifying a grade) assumes the required passing grade is D-. In order to specify a different grade, include the grade in parentheses immediately after the course number. For example, "MAC 2311(B)" indicates that students are required to obtain a grade of B in Calculus I. MAC2311 by itself would only require a grade of D-.
- Specify all majors or minors included (if all majors in a college are acceptable the college code is sufficient).
- "Permission of department" is always an option so it should not be included in any prerequisite or co-requisite.

Example: A grade of C in HSC 3502, passing grades in HSC 3057 or HSC 4558, and major/minor in PHHP should be written as follows:

HSC 3502(C) & (HSC 3057 or HSC 4558) & (HP college or (HS or CMS or DSC or HP or RS minor))

Co-requisites

Indicate all requirements that must be taken concurrently with the course. Co-requisites are not checked by the registration system.

Response:
None.

Rationale and Placement in Curriculum

Explain the rationale for offering the course and its place in the curriculum.

Response:
This course serves as the capstone course in the in-development Certificate in Translation. Following a required course in Theory and Practice of Translation, and a subsequent elective in translation (varied by language, genre, etc. as determined by student interest and departmental offerings), this course will provide the one-on-one mentoring needed for students to put into practice all they have learned with a large-scale final project that will showcase their acquired translation skills. Following the format of the undergraduate honors thesis course, we believe that this individualized mentoring environment will best allow for students to work through their projects under the guidance of trained translators. Because of this format, enrollment will be restricted to those students who are pursuing the Certificate, and will be open only to those who have taken the intro course (FOT4801) and who have taken or are currently taking (with permission of instructor) second (elective) course required for the Certificate.

Course Objectives

Describe the core knowledge and skills that student should derive from the course. The objectives should be both observable and measurable.

Response:
Students enrolled in this course will:
-Select a language text (in a discipline and language of their choosing) for large-scale translation project
-Work closely with a mentor to understand the nuances of translation
-Learn to supplement translation through the proficient use of various sources and tools
-Engage in iterative translation to strengthen their skills
-Complete a large-scale translation that can serve as a capstone project for the Certificate in Translation

Course Textbook(s) and/or Other Assigned Reading

Enter the title, author(s) and publication date of textbooks and/or readings that will be assigned. Please provide specific examples to evaluate the course.

Response:
Readings will be determined in consultation with student, and based on the needs of the capstone project to be carried out.

Weekly Schedule of Topics

Provide a projected weekly schedule of topics. This should have sufficient detail to evaluate how the course would meet current curricular needs and the extent to which it overlaps with existing courses at UF.

Response:
Student and instructor will meet weekly to complete the required components of the capstone translation project, review portions of translated material, and guide translation of upcoming material. Specific weekly topics will be determined by the linguistic and disciplinary specifics of the

chosen text.

Links and Policies

Consult the syllabus policy page for a list of required and recommended links to add to the syllabus. Please list the links and any additional policies that will be added to the course syllabus.

Please see: syllabus.ufl.edu for more information

Response:

Attendance and make-ups

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>.

Accommodations

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. For more information see <http://www.dso.ufl.edu/drc>.

Course Evaluations

Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. 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 <https://evaluations.ufl.edu/results>.

Academic Integrity

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 (<http://www.dso.ufl.edu/sccr/process/student-conduct-honorcode/>) 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.

Procedure for Conflict Resolution

Any classroom issues, disagreements or grade disputes should be discussed first between the instructor and the student. If the problem cannot be resolved, please contact the appropriate Level Coordinator or the Department Chair. Be prepared to provide documentation of the problem, as well as all graded materials for the semester. Issues that cannot be resolved departmentally will be referred to the University Ombuds Office (<http://www.ombuds.ufl.edu>; 392-1308) or the Dean of Students Office (<http://www.dso.ufl.edu>; 392-1261). For further information refer to https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf (for residential classes) or <http://www.distance.ufl.edu/student-complaintprocess> (for online classes).

Resources Available to Students

HEALTH AND WELLNESS

- U Matter, We Care: umatter@ufl.edu; 392-1575
- Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/Default.aspx>; 392-1575
- Sexual Assault Recovery Services (SARS): Student Health Care Center; 392-1161
- University Police Department: <http://www.police.ufl.edu/>; 392-1111 (911 for emergencies)

ACADEMIC RESOURCES

- E-learning technical support: Learningsupport@ufl.edu; <https://lss.at.ufl.edu/help.shtml>; 352-392-4357 (opt. 2)
- Career Resource Center: Reitz Union; <http://www.crc.ufl.edu/>; 392-1601
- Library Support: <http://cms.uflib.ufl.edu/ask>
- Teaching Center: Broward Hall; 392-2010 or 392-6420
- Writing Studio: 302 Tigert Hall; <http://writing.ufl.edu/writing-studio/>; 846-1138

Grading Scheme

List the types of assessments, assignments and other activities that will be used to determine the course grade, and the percentage contribution from each. This list should have sufficient detail to evaluate the course rigor and grade integrity. Include details about the grading rubric and percentage breakdowns for determining grades.

Response:

The grade scale for this class is as follows:

A = 100-93

A- = 92-90

B+ = 89-87

B = 86-83

B- = 82-80

C+ = 79-77

C(S) = 76-73

C-(U) = 72-70

D+ = 69-67

D = 66-63

D- = 62-60

E = 59-0

NOTE: A grade of C- will not be a qualifying grade for major, minor, Gen Ed, Gordon Rule or Basic Distribution Credit courses. For further information regarding passing grades and grade point equivalents, please refer to the Undergraduate Catalog at <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>.

GRADED COMPONENTS

The final grade for this individual study course will be determined based on each student's performance over the course of the semester. As each experience will be different, each instructor will establish guidelines within the general rubric outlined here :

Consistency and quality of participation = 20%. The student will meet regularly with the supervising instructor during the course of the term, weekly or biweekly as needed. The student will be expected to prepare appropriate readings for these meetings, to arrive on time at meetings, and to demonstrate a positive attitude and willingness to engage with the instructor and with the course material, evidenced by ability and willingness to participate in discussions and debates about the material.

Weekly/Biweekly assignments = 20%. In preparation for each meeting, students will have assignments to complete, such as: prepare readings; summarize readings; carry out translations; revise/edit their own or others' translation; prepare discussion questions; etc.

Final translation project=60%. The culminating project for the semester will be a long (15-20 pp) translation of an original text in the student's chosen field and language. The student will choose this text in consultation with the instructor well in advance of the due date. The final project will be turned in along with a written assessment of how the student approached the project, problems that were encountered, how those problems were addressed, and why. The project grade will be based on the accuracy and completion of the translation, and the thoroughness of the written assessment.

Translation Grading Rubric: Translation projects will be assessed according to the following criteria. The first draft will be evaluated for how the target/translated text: a) reflects the correct interpretation of the source text, b) utilizes appropriate style for the discourse and genre of the source text, c) appropriately handles cultural differences, d) is fluid and idiomatic, e) is free of spelling, punctuation, and grammatical errors, and f) reflects consideration of issues in translation theory as applicable. The second draft will be evaluated for how the target/translated text: a) reflects the correct interpretation of the source text, b) utilizes appropriate style for the discourse and genre of the source text, c) appropriately handles cultural differences, d) is fluid and idiomatic, and e) is free of spelling, punctuation, and grammatical errors.

Instructor(s)

Enter the name of the planned instructor or instructors, or "to be determined" if instructors are not yet identified.

Response:

To be determined.

External Consultation Results (departments with potential overlap or interest in proposed course, if any)

| | |
|--------------|----------------|
| Department | Name and Title |
| _____ | _____ |
| Phone Number | E-mail |
| _____ | _____ |
| Comments | |
| | |

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| Department | Name and Title |
| _____ | _____ |
| Phone Number | E-mail |
| _____ | _____ |
| Comments | |
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| Department | Name and Title |
| _____ | _____ |
| Phone Number | E-mail |
| _____ | _____ |
| Comments | |
| | |

To: Williams,Philip J
Subject: RE: permission to offer FOT courses

From: Williams,Philip J
Sent: Wednesday, September 14, 2016 1:50 PM
To: Gillian Lord <glord@ufl.edu>
Cc: Kleespies,Ingrid <iakl@ufl.edu>
Subject: RE: permission to offer FOT courses

Dear Gillian and Ingrid,
The Center has no objections to your units (SPS-Spanish, SPS-Portuguese, LLC-French, etc.) offering courses with the FOT prefix. Best,

Philip J. Williams
Director and Professor
Center for Latin American Studies
319 Grinter Hall
P.O. Box 115530
University of Florida
Gainesville, FL 32611-5530
Tel: (352) 273-4705
Fax: (352) 392-7682
Twitter: @pjwilliams59