

MASTER SYLLABUS

Course Discipline Code & No: <u>PHO 105</u> Title: <u>Digital Photography Abroad</u> Effective Term: <u>Fall Spring 06</u>								
Division Code: <u>BCT</u>	Department Code: <u>VAT</u>	Org #: <u>14500</u>						
Don't publish: ☐ College Catalog ☐ Time Schedule ☐ Web Page								
Reason for Submission. Check all that apply. <table style="width: 100%;"> <tr> <td>☐ New course approval</td> <td>☐ Reactivation of inactive course</td> </tr> <tr> <td>☒ Three-year syllabus review/Assessment report</td> <td>☐ Inactivation (Submit this page only.)</td> </tr> <tr> <td>☐ Course change</td> <td></td> </tr> </table>			☐ New course approval	☐ Reactivation of inactive course	☒ Three-year syllabus review/Assessment report	☐ Inactivation (Submit this page only.)	☐ Course change	
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Change information: <table style="width: 100%;"> <tr> <td style="vertical-align: top;"> Minor changes (corrections, editing, clarification) ☐ Course discipline code & number (was _____) ☒ Course title (was <u>Digital Photography in Florence</u>) ☒ Course description ☐ Course objectives (minor changes) </td> <td style="vertical-align: top;"> Major changes (reviewed by Curriculum Committee.) ☐ Credit hours (credits were: _____) ☐ Total Contact Hours (total contact hours were: _____) ☐ Distribution of contact hours (contact hours were: lecture: _____ lab _____ clinical _____ other _____) ☐ Pre-requisite, co-requisite, or enrollment restrictions ☐ General Education Distribution Course: Add ☐ Remove ☐ ☐ Honors section approval ☐ Change in Grading Method ☐ Objectives ☐ Other _____ </td> </tr> </table> For major changes, consultation with all departments affected by this course is required.			Minor changes (corrections, editing, clarification) ☐ Course discipline code & number (was _____) ☒ Course title (was <u>Digital Photography in Florence</u>) ☒ Course description ☐ Course objectives (minor changes)	Major changes (reviewed by Curriculum Committee.) ☐ Credit hours (credits were: _____) ☐ Total Contact Hours (total contact hours were: _____) ☐ Distribution of contact hours (contact hours were: lecture: _____ lab _____ clinical _____ other _____) ☐ Pre-requisite, co-requisite, or enrollment restrictions ☐ General Education Distribution Course: Add ☐ Remove ☐ ☐ Honors section approval ☐ Change in Grading Method ☐ Objectives ☐ Other _____				
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Rationale for course or course change. Attach course assessment report. Three year review. Assessment Plan. Course title change.								
Approvals Department and divisional signatures indicate that all departments affected by the course have been consulted.								
Department Review by Chairperson ☐ New resources needed ☐ All relevant departments consulted								
Print: <u>Jennifer Baker</u>	Signature: <u>[Signature]</u>	Date: <u>11/28/05</u>						
Faculty/Preparer								
Print: <u>Dennis Guastella</u>	Signature: <u>[Signature]</u>	Date: <u>11/30/05</u>						
Department Chair								
Division Review by Dean ☐ Request for conditional approval								
Recommendation ☒ Yes ☐ No	Dean's/Administrator's Signature: <u>[Signature]</u>	Date: <u>1/18/06</u>						
Curriculum Committee Review								
Recommendation ☐ Tabled ☒ Yes ☐ No	Curriculum Committee Chair's Signature: <u>[Signature]</u>	Date: <u>2/23/06</u>						
Vice President of Instruction Approval								
Approval ☒ Yes ☐ No	Vice President's Signature: <u>[Signature]</u>	Date: <u>3/3/06</u>						

Do not write in shaded area.

Entered in: Banner 3/8 C&A Database 3/8 Log File 2/9/06 Basic skills spreadsheet updated ☐ Contact fee ☐

Please return completed form to the Office of Curriculum & Assessment.

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WASHTENAW COMMUNITY COLLEGE

***Complete ALL sections which apply to the course, even if changes are not being made.**

Credit hours: <u> 3 </u> If variable credit, give range: <u> </u> to <u> </u> credits	Instructor contact hours per semester: Lecture: <u> 45 </u> Lab: <u> 15 </u> Clinical: <u> </u> Practicum: <u> </u> Other: <u> </u> Total contact hours: <u> </u>	Are lectures, labs, or clinicals offered as separate sections? ☐ Yes - lectures, labs, or clinicals are offered in separate sections ☐ No - lectures, labs, or clinicals are offered in the same section	Grading options: ☐ P/NP (limited to clinical & practica) ☐ S/U (for courses numbered below 100) ☒ Letter grades
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Prerequisites. Select one:

- ☒ College-level Reading & Writing required.)
 ☐ Reduced Reading/Writing Scores
 COMPASS Reading
 COMPASS Writing
 ☐ No Basic Skills Prerequisite
 (College-level Reading and Writing is not

In addition to Basic Skills in Reading/Writing:

Level I (enforced in Banner)

Course/Test Grade/Score
Enrollment

Corequisites (must be enrolled in this class also
Concurrent during the same semester):

- ☒ and ☐ or
☐ and ☐ or

Level II (enforced by instructor on first day of class)

Course Grade/Score

- ☐ and ☒ or
☐ and ☐ or
☐ and ☐ or

Enrollment restrictions (In addition to prerequisites, if applicable.)

- ☐ and ☐ or ☒ Instructor consent required
☐ and ☐ or ☐ Admission to program required
 Program
☐ and ☐ or ☐ Other (please specify):

Please send syllabus for transfer evaluation to:

Insert course number and title you wish the course to transfer as.

- ☐ EMU as
☐ UM as
☐ as
☐ as
☐ as
☐ as

Conditionally approved courses are not sent for evaluation.

Add to General Education distribution

(Select one area)

- ☐ Writing ☐ Nat. Sci.
☐ Speech ☐ Soc./Behav/ Sci.
☐ Math ☐ Arts/Hum.

Courses must meet all criteria.

- ☐ 1. Is a standard introductory course in the discipline
☐ 2. Has a verified transfer acceptance
☐ 3. Meets the critical thinking requirement
☐ 4. Assesses academic achievement
☐ 5. Covers minimum knowledge/skills

Honors section. Not all criteria are required. Check relevant items.

- ☐ 1. Emphasis on primary source materials
☐ 2. Emphasis on independent study/research
☐ 3. Greater rigor of course materials
☐ 4. Interdisciplinary approach
☐ 5. Development of critical thinking skills
☐ 6. Additional course objectives
☐ 7. Additional instructional methods
☐ 8. Satisfaction of the service component

Course discipline code & number PHO 105	Course title Digital Photography Abroad	Credit hours 3
Course description Brief statement of the purpose and content of the course. (Please limit to <u>500</u> characters.)	This course offers students an opportunity to explore digital capture abroad. Through a series of on-location shoots, lectures, critiques, and digital imaging demonstrations, students will create portfolios of photographs revealing their impressions of the chosen location and culture. Digital workflow issues will be addressed throughout the course. An online portfolio will be used as an integral part of the course to exhibit current work. Basic photographic and computer skills required. Digital cameras will be available for use during the course or students may use their own.	
Course outcomes List brief statements that indicate what students will know and be able to accomplish as a result of taking the course. These outcomes will be common across all sections, instructors, settings, and terms. Indicate how these outcomes will be assessed to determine student achievement for purposes of course improvement.	Common outcomes expected in all sections of the course (usually 2-5)	Assessment Method
	Create a web based portfolio of photographs exhibiting impressions of the culture and location of the trip.	Portfolio evaluation using departmental rubric.
Indicate the major instructional objectives that support the course outcomes given above. These objectives will be common across all sections, instructors, and terms. Indicate how instructors will know the degree to which each objective is met for each student.	Common Instructional Objectives expected in all sections of the course (usually 2-4 per outcome)	Method of evaluating student performance of objectives
	Digital Camera Operation The student will demonstrate proficiency using the basic features of a digital SLR camera. The student will identify the manual and automated options on the digital camera s/he is using for the course. The student will demonstrate proficiency in using a digital camera in interior and exterior environments. Digital Workflow Habits The student will demonstrate the ability to download photographs from the digital camera to a computer work station. The student will create a systematic method for storage and retrieval of digital	Instructor observation of hands on activities. Instructor observation of hands on activities. Instructor observation of hands on activities. Instructor observation of hands on activities. Instructor observation of hands on activities.

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	photographs. The student will archive his/her photographs on to CD-R. The student will edit his/her photographs electronically in preparation for class critiques and online display. Basic Photoshop Techniques The student will demonstrate the ability to perform basic image adjustments to improve the density, contrast, color balance and saturation of photographic images. The student will demonstrate the ability to use Adobe Bridge to organize and prioritize images for critique. The student will demonstrate the ability to prepare images for web publication. The student will demonstrate the ability correct imperfections in his / her photographs. Web publication The student will compare and contrast 3-4 photography portfolio websites. The student will identify components of an effective online photography portfolio. The student will identify the intended audience for his / her site. The student will create an automated portfolio web site using html generator software. The student will upload his / her site to a remote server. The student will evaluate the appearance of his / her website displayed with different browsers.	Instructor observation of hands on activities. Instructor observation of hands on activities. Web based portfolio evaluation. Web based portfolio evaluation. Web based portfolio evaluation. Web based portfolio evaluation. Written report. Written report. Class discussion. Web based portfolio evaluation. Web based portfolio evaluation. Instructor observation of hands on activities.
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List all new resources needed for course, including library materials.

No new resources needed.

Student Materials:

List examples of types		Estimated costs.
Texts Supplemental reading Supplies Uniforms Equipment Tools Software		

Equipment/Facilities: Check all that apply. (All classrooms have overhead projectors and permanent screens.)

- Check level only if the specified equipment is needed for all sections of a course.
- ☒ Level I classroom
Permanent screen & overhead projector

☐ Level II classroom
Level I equipment plus TV/VCR

☐ Level III classroom
Level II equipment plus data projector, computer, faculty workstation

☐ Off-Campus Sites

☐ Testing Center

☐ Computer workstations/lab

☐ ITV

☐ TV/VCR

☐ Data projector/computer

☐ Other _____

Assessment plan:

Learning outcomes to be assessed	Assessment tool	When assessment will take place	Course section(s)/other population	Number students to be assessed
Create a web based portfolio of photographs exhibiting impressions of the culture and location of the trip.	Portfolio evaluation using departmental rubric.	Spring 2006	All sections, all students.	all

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Scoring and analysis plan:

1. Indicate how the above assessment(s) will be scored and evaluated (e.g. departmentally developed rubric, external evaluation, other). Describe the scoring range to be used, or include a copy of the rubric.
See attached rubric.
2. Indicate the standard of success to be used for this assessment (e.g. 75% of students must meet all learning outcomes).
80% of students achieve average or excellent results on 5 out of the 7 assessment components.
3. Indicate who will score and analyze the data.
Full time faculty (other than the instructor) will score and analyze the data.
4. Explain how and when the assessment results will be shared with the department and other involved faculty.
A written summation of the data analysis will be shared with the department during the January inservice.
5. Describe any additional assistance the department will require to complete this assessment.
None required.

Please return completed form to the Office of Curriculum & Assessment, SC 247.