UNIVERSITY OF KENTUCKY
APPLICATION FOR NEW COURSE

1. Submitted by College of Arts and Sciences  Date 5/26/03
Department/Division offering course: Hispanic Studies

2. Proposed designation and Bulletin description of this course:
   (a) Prefix and Number  SPA 698  (b) Title*  Introduction to Hispanic Studies
      *NOTE: If the title is longer than 24 characters (including spaces), write
      a sensible title (not exceeding 24 characters) for use in transcripts: Intro to Hisp Studies
   (c) Lecture/Discussion hours per week:  01  (d) Laboratory hours per week
   (e) Studio hours per week  (f) Credits:  01
   (g) Course description:
       This one-credit course is designed to give new and continuing MA and PhD students an overview of and
       introduction to graduate studies and to the academic profession. The course will introduce students to the
       types of activities they will undertake as researchers; it will also examine how to undertake research, how
       to document that research properly and how to present it in the form of a research paper or a conference
       presentation. Students will be evaluated on the basis of a number of individual and collaborative projects
       of an individual and group nature.
   (h) Prerequisites (if any):
   (i) May be repeated to a maximum of  0  credits. (if applicable)

4. To be cross-listed as:
   Prefix & No.  Signature, Chairman, cross-listing department

5. Effective Date:  Fall 2004  (semester and year)

6. Course to be offered  (a) Fall  (b) Spring  (c) Summer

7. Will the course be offered each year?  (a) Yes  (b) No
   (Explain if not annually):

8. Why is this course needed:  This course will serve as a research-based orientation for our first-semester
   graduate students, at the MA or the PhD level. They will learn about the profession they are entering
   and the basic research methodologies to be employed in the production of their research projects during
   the first semester; they will also discuss the expectations of graduate study and the kind of academic
   productivity that is expected of them.

9. (a) By whom will the course be taught?  Regular department faculty
   (b) Are facilities for teaching the course now available?  (a) Yes  (b) No
      If not, what plans have been made for providing them?
10. What enrollment may be reasonably anticipated? **an average of 10 students per year**

11. Will this course serve students in the Department primarily? (a) Yes  (b) No
Will it be of service to a significant number of students outside the Department? (a) Yes  (b) No
If so, explain

Will the course serve as a University Studies Program course? (a) Yes  (b) No
If yes, under what Area?

12. Check the category most applicable to this course:

_____ traditional; offered in corresponding departments elsewhere;

X _____ relatively new, now being widely established

_____ not yet to be found in many (or any) other universities

13. Is this course applicable to the requirements for at least one degree or certificate at the University of Kentucky? (a) Yes  (b) No

14. Is this course part of a proposed new program? (a) Yes  (b) No
If yes, which?

15. Will adding this course change the degree requirements in one or more programs?* (a) Yes  (b) No
If yes, explain the change(s) below:

16. Attach a list of the major teaching objectives of the proposed course, outline and/or reference list to be used.

17. If the course is a 100-200 level course, please submit evidence (e.g., correspondence) that the Community College System has been consulted.

18. Within the Department, who should be contacted for further information about the proposed course?
Name/e-mail: **Susan Carvalho**  **Carvalho@uky.edu**  Phone Extension: 257-1565

*NOTE: Approval of this course will constitute approval of the program change unless other program modifications are proposed.
Signatures of Approval:

________________________

________________________

________________________

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*Undergraduate Council

*University Studies

*Graduate Council

*Academic Council for the Medical Center

*Senate Council (Chair)

*If applicable, as provided by the Rules of the University Senate

Date of Notice to the Faculty

Date

Date

Date

Date

Date of Notice to Univ. Senate

ACTION OTHER THAN APPROVAL:

Rev 8/02
SPA 698
INTRODUCTION TO HISPANIC STUDIES
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UNIVERSITY OF KENTUCKY
FALL 2003

Professor Susan Larson
Office: 1141 Patterson Office Tower
E-mail: slarson@uky.edu

Office hours: 12-3 Mondays
or by appointment
Phone: (859) 257-1569

COURSE OBJECTIVES

This one-credit course is designed to give new and continuing M.A. and Ph.D. students an overview of and introduction to graduate studies and to the profession of Hispanism. Sessions will deal with the demands and expectations of graduate study and major issues confronting higher education in this country. The course will introduce students to the types of activities they will undertake as researchers and will familiarize them with current research methods, trends and opportunities. We will examine how to undertake research, how to document that research properly and how to present it in the form of a paper or a conference presentation. Students will be evaluated on the basis of a number of individual and collaborative projects of an individual and group nature.

Topics:

Research
Using the UK Library for graduate-level research
How to write an academic research paper
Introduction to the MLA documentation style
Funding your research

Professional Development
How to write an abstract
Delivering a paper for a conference
How and when to send work to a journal for publication
Preparing a curriculum vitae

Required texts:

Alonso, Carlos J. “Editor’s Column: My Professional Advice (to Graduate Students).” PMLA 117.3 (2002): 401-06.
Schedule

September 8: Introduction to the course
September 15: Conducting Graduate-Level Research
September 22: How to Write a Research Paper
September 29: How to Document your Research Using the MLA Style
October 6: On-Line Research Tools
October 13: Tour of Young Library
October 20: Applying for Research Funding
October 27: Attending a Conference
November 3: How to Write an Abstract and Letter of Inquiry
November 10: How to Write and Prepare a Conference Paper
November 17: Forming an Intellectual Community
November 24: How to Begin your Curriculum Vitae
December 1: Conclusions

The final exam date will be announced.

Course requirements:
Grading Criteria: Students will be evaluated according to their participation in class projects, discussions, and activities, as well as their performance on assigned research projects.

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<tr>
<td>Participation</td>
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<td>Abstract and Sample Letter</td>
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<td>Bibliography</td>
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<td>Research Proposal</td>
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<tr>
<td>Curriculum Vitae</td>
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Attendance in this course is crucial. You must inform the professor beforehand if you are not going to be in class, or call after a missed class to find out what you have missed. No late work will be accepted unless there is a valid excuse.

Student Learning Outcomes:

By the end of SPA 698, students will be able to undertake independent research projects, with a firm grounding in the methodology of research and bibliographic review. They will be able to articulate the expectations of graduate students and of junior faculty members, at the college and the university level. They will also be able to work collaboratively on research projects at an advanced level.
ARTS AND SCIENCES COLLEGE COUNCIL/CURRICULUM COMMITTEE

INVESTIGATOR REPORT

INVESTIGATING BODY   Hum
(A)

DATE FOR COUNCIL REVIEW

INSTRUCTIONS: This complete order to avoid needless repetitior and as brief as possible. If the in course, a series of courses or a p

Patterson Office Tower for forwarding to the Council(s). Application to the Graduate/Undergraduate Council(s) in

2. If no modifications were made, review considerations that arose during the investigation and the resolutions.

Course seems appropriate and a key part of a coherent graduate program.

3. List contacts with program units on the proposal and the considerations discussed therein.

I discussed the proposal with Susan Carvalho, DGS in Hispanic Studies.

4. Additional information as needed.

5. A&S Areas A, B, C Curriculum Committees Recommendation:

APPROVE, APPROVE WITH RESERVATION, OR DISAPPROVE

6. A&S Council Recommendation:

APPROVE, APPROVE WITH RESERVATION, OR DISAPPROVE

7. Karen Petrone
A&S Council Investigator, Dr. David Leep

Date: 10/14/03

File: InvestigatorRpt