

FORM TO REQUEST SUBSTANTIAL CHANGES TO AN EXISTING UNDERGRADUATE MINOR

A request for substantial changes to an existing program requires approval from the school director/department head (managing administrator), college academic dean, Curricular Affairs, Undergraduate Council (UGC), and College Academic Administrators Council (CAAC). Additional approvals may be required, depending on the requested changes. Complete this form and submit to Martin Marquez (martinmarquez@email.arizona.edu) no later than October 25, 2019 to be considered for inclusion in the 2020-2021 Academic Catalog.

- I. Requested by (College & School/Department):**
SBS/Journalism
- II. Proposer's name, title, email and phone number:**
Michael McKisson, Associate Director, mckisson@email.arizona.edu, 5205760761
- III. Minor name and number of students enrolled in the minor:**
Journalism Minor, 29 enrolled students
- IV. Describe proposed changes to the minor. Provide a rationale and explanation for making changes to the minor and include any relevant supporting data. Are changes being made to the corresponding major (if applicable)?**

The current journalism minor requires students to take six courses that are only open to students enrolled in the minor. After several years of summer only classes and one year of online summer classes, we have learned that offering the minor only in the summer was a significant barrier for students who were interested in the minor. We have also learned the minor-specific classes made it difficult for students in the minor to declare a double major.

School research indicates that our current summer-only minor isn't as appealing as we had hoped. According to a survey taken by 57 non-majors, only 13 percent of respondents said they were very interested in a summer-only minor. In the same survey 67 percent of the respondents preferred to take their minor classes in Fall/Spring, and almost 78 percent of the students said they want flexibility in the classes they take to complete their minors.

In order to better serve students interested in journalism, we propose doing away with minor-only classes and instead requiring minor students to take four core classes currently offered in the major program. Minor students will also select two upper division journalism electives to complete their minor. It is likely that several of the required classes would also be offered in the summer, creating more flexibility for both major and minor students.

- V. **Comparison Chart**—complete the chart below using your existing [academic advisement report](#). You may not need to complete all portions. Highlight row(s) indicating the proposed significant changes. You can find course information to help complete the chart below by using the [UA course catalog](#) or [UAnalytics](#) (Catalog and Schedule Dashboard> “Printable Course Descriptions by Department” On Demand Report; right side of screen). Proposed changes resulting in similar curriculum with other plans (within department, college, or university) may require completion of an additional comparison chart. **Delete Example columns before submitting.**

	Existing Minor Requirements	Proposed Minor Requirements
Minor name	Journalism	Journalism
CIP code—lookup here or contact Martin Marquez for assistance, if needed	09.0401 - Journalism	09.0401 - Journalism
Total units required to complete the minor	18	18
Upper -division units required to complete the minor	9	9
Total transfer units that may apply to this minor	9	9
List any special requirements to declare or gain admission to this minor (completion of specific coursework, minimum GPA to declare, workshop attendance, application, etc.)	None	None
Minor requirements. List all minor requirements including core and electives. Courses listed must include prefix, number, units, and title. Mark new coursework (New). Include any limits/restrictions in place/needed (house number limit, etc.). Provide email(s)/letter(s) of support from home department head(s) for courses being added and are not owned by your department. Recommend ordering requirements in the same order as your advisement report.	Complete 6 core courses: JOUR 109 - Introduction to Journalism (3) JOUR 209 – Writing and Reporting (3) JOUR 219 – Media Law and Ethics (3) JOUR 319 – Visual Journalism (3) JOUR 419 – Watchdog Journalism (3) JOUR 479 - Professional Project (3)	Complete 4 core courses: JOUR 105 - Principles of Journalism (3) JOUR 203 – Photojournalism(3) JOUR 205 – Reporting the News (3) JOUR 439 – Ethics and Diversity in the News Media (3) Complete 6 units/2 courses from the attached upper division list.
Internship, practicum, applied course requirements. (Yes/No). If yes, provide description.	No	No
Senior thesis or senior project required (Yes/No). If yes, provide description.	No	No
Additional requirements (provide description)	N/A	N/A

- VI. **Peer institution comparison**- describe how your modified minor requirements are similar and different from minor requirements of two peer institutions. Select peers from (in order of priority) [ABOR approved institutions](#), [AAU members](#),

and/or other relevant institutions recognized in the field.

The first peer institution is the University of Texas at Austin School of Journalism. Like the UA School of Journalism, it is an ACEJMC-accredited program. UT Austin's minor also mixes minors and majors in the same classes. They require two core fundamental classes and then allow students to select three electives for a total of five classes.

The second peer institution is the Montana University School of Journalism. Like the UA School of Journalism, it is both an ACEJMC-accredited journalism program and is also one of the few journalism programs in the country that does not also teach public relations, advertising or communication. Similar to our proposal, students in the Montana minor take a suite of required classes that are for both major and minors. Our minor is three fewer units and offers two electives, while theirs offers only one elective.

VII. Faculty impact—indicate if new faculty hires will be required to deliver the proposed modified/new curriculum.

No new hires will be needed to deliver the modified curriculum. Three of the four required courses are lecture classes with available space and are offered in both Spring and Fall semesters.

The required reporting class has a cap of 20 students because of accrediting body rules. It is possible that if the minor grows, we may need to offer an additional section of JOUR 205, but we have the capacity on our faculty to teach the class. An additional section will be advantageous to majors because it will offer more flexibility in course times/sections.

We offer various electives on a rotation each year, and they generally have several open seats. Minor students will be able to take these six units of electives without the school's having to hire new faculty.

VIII. Budgetary Impact— indicate new resources needed and source of funding to implement the proposed changes. If reallocating resources, indicate where resources will be taken from and the impact this will have on students/faculty/program/unit.

It is possible that we may need to offer an additional section of JOUR 205, which can be taught by core faculty. However, if the extra section cannot be taught by a faculty member, we can hire an adjunct using temp teaching funds. If an extra section is added because of additional minor enrollment, it will be offset by an increase in our SCH. It's also possible that we may need an additional photo lab section. The lab is run by student workers at a rate of \$11 per hour paid from program fees, so the additional cost, if needed, would be \$264 per semester.

Because we are moving away from a summer-only minor, our summer revenue might be impacted. We use this money for operations. However, we hope that by allowing minors to take major classes, we can offer classes in summer that both majors and minors would be interested in and will actually increase summer enrollment and summer revenue.

IX. Required signatures

Managing unit administrator (print name and title): Carol B. Schwalbe, Director

Managing administrator's signature: *Carol B. Schwalbe* Date: September 13, 2019

Managing unit administrator (print name and title): _____

Managing administrator's signature: _____ Date: _____

Dean (print name): Amy C. Kimme Hea, Associate Dean for Academic Affairs & Student Success



Dean's signature: _____ Date: October 1, 2019

Dean (print name): _____

Dean's signature: _____ Date: _____

Note: In some situations, signatures of more than one unit head and/or college dean may be required.

For use by Curricular Affairs:

Committee	Approval date
Academic Programs Subcommittee	
Undergraduate Council	
College Academic Administrators Council	

- Notify proposers of approval
- Upload proposal documents to relevant plan table values
- Notify ADVIP team, include proposers

If name change requested & approved:

- Create approval memo
- Send memo to college/dept and acad_org listserv
- Create new plan code
- Add last admit term to previous plan code
- Upload proposal documents to relevant plan table values
- Notify ADVIP team, include proposers

Course Number	Course Name
JOUR 303	Sports and the Media
JOUR 305	Science and the News
JOUR 308	Sports Journalism
JOUR 344	Journalism, Gender and Multiculturalism
JOUR 401A	On the Aisle: Writing Reviews
JOUR 401B	Travel Writing
JOUR 402	Media and Terrorism
JOUR 405	Media Apprenticeship
JOUR 411	Feature Writing
JOUR 420	Digital Communication Law
JOUR 422	Publication Design
JOUR 428	Product Development in Journalism
JOUR 431H	Inside the Beltway: Press, Politics and Policymakers in Washington, D.C.
JOUR 432	Social Justice Movement Media: History, Functions and Theory
JOUR 433	Digging with Data
JOUR 435D	Food Journalism
JOUR 447	Access to Government Information
JOUR 455	Environmental Journalism
JOUR 458	Opinion Writing
JOUR 460	International Media Systems
JOUR 465	Issues in Covering Science and the Environment
JOUR 472	Science Journalism
JOUR 473	Reporting in the U.S. Mexico Borderlands
JOUR 480	Advanced Multimedia
JOUR 482	Drone Zone
JOUR 484	Mobile App Development
JOUR 487	History of American Journalism
JOUR 496F	Media Coverage of International Crises
JOUR 496L	U.S. Press and Latin America
JOUR 497B	Advanced Photojournalism
JOUR 497C	Keeping Tabs on a Mad World: Reporting the World

Prerequisites	Notes
JOUR 205, JOUR 306, or consent of the instructor	
	Cross Listed with GWS 344
JOUR 306, 307	
JOUR 208, 306 for undergraduates	
Open to Journalism, eSociety, and Law majors	
Journalism Major	
Honors Course	
C or better in JOUR 205, 306 and 208	
	Cross-listed as MENA 458.
	Honors Contract Course
	Honors Contract Course
**Course Requisites: Open only to students in junior or senior class standing.	Cross-listed as LAS 473. Students are encouraged to take ANTH 484.
JOUR 307	
	Cross listed as MENA 496F, NES 496F
JOUR 203	
	Honors Contract Course