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| For Academic Affairs and Research Use Only | |
| CIP Code: |  |
| Degree Code: |  |

**Letter of Notifications**

**[X] Undergraduate Curriculum Council**

**[ ] Graduate Council**

Signed paper copies of proposals submitted for consideration are no longer required. Please type approver name and enter date of approval.

Email completed proposals to [curriculum@astate.edu](mailto:curriculum@astate.edu) for inclusion in curriculum committee agenda.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | Shelley Gipson | 9/20/2019 |   **Department Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **COPE Chair (if applicable)** |
| |  |  | | --- | --- | | Temma Balducci | 9/20/2019 |   **Department Chair:** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Head of Unit (If applicable)** |
| |  |  | | --- | --- | | Warren Johnson | 9/25/2019 |   **College Curriculum Committee Chair** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Undergraduate Curriculum Council Chair** |
| |  |  | | --- | --- | | Gina Hogue | 9/25/2019 |   **College Dean** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Graduate Curriculum Committee Chair** |
| |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **General Education Committee Chair (If applicable)** | |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Enter date |   **Vice Chancellor for Academic Affairs** |

**If you require to fill out a Letter of Notification, please email** [**curriculum@astate.edu**](mailto:curriculum@astate.edu) **or contact Academic Affairs and Research at (870) 972-2030 for guidance PRIOR TO submitting these through the curricular process.**

**1.Contact Person** (Name, Email Address, Phone Number)

Cameron Buckley, [cbuckley@astate.edu](mailto:cbuckley@astate.edu), 870-972-3050

**Bulletin Changes**

|  |
| --- |
| **Instructions** |
| **Please visit** [**http://www.astate.edu/a/registrar/students/bulletins/index.dot**](http://www.astate.edu/a/registrar/students/bulletins/index.dot) **and select the most recent version of the bulletin. Copy and paste all bulletin pages this proposal affects below. Follow the following guidelines for indicating necessary changes.**  **\*Please note: Courses are often listed in multiple sections of the bulletin. To ensure that all affected sections have been located, please search the bulletin (ctrl+F) for the appropriate courses before submission of this form.**  - Deleted courses/credit hours should be marked with a red strike-through (~~red strikethrough~~)  - New credit hours and text changes should be listed in blue using enlarged font (blue using enlarged font).  - Any new courses should be listed in blue bold italics using enlarged font (***blue bold italics using enlarged font***)  *You can easily apply any of these changes by selecting the example text in the instructions above, double-clicking the ‘format painter’ icon 🡪 , and selecting the text you would like to apply the change to.*  *Please visit* [*https://youtu.be/yjdL2n4lZm4*](https://youtu.be/yjdL2n4lZm4) *for more detailed instructions.* |

**N/A**

**LETTER OF NOTIFICATION – 13**

**EXISTING CERTIFICATE or DEGREE OFFERED via DISTANCE TECHNOLOGY**

***Institutions with at least one certificate or degree program approved for distance technology by the Arkansas Higher Education Coordinating Board must submit Letter of Notification-13 to request approval to offer additional existing (on-campus) certificates or degrees via distance technology. The institution must submit to ADHE a copy of the e-mail notification to the Higher Learning Commission (HLC) about the proposed distance technology program. If HLC requires a focused visit for the proposed distance technology program, please submit the scheduled review date.***

**Definitions**

***Distance technology (e-learning) – When technology is the primary mode of instruction for the course (50% of the course content is delivered electronically).***

***Distance instruction – When a course does not have any significant site attendance, but less than 50% of the course is delivered electronically, e.g., correspondence courses.***

***Distance program – When at least 50% of the major courses are delivered via distance technology.***

1. Institution submitting request: Arkansas State University
2. Contact person/title: Cameron Buckley, Assistant Professor of Photography and New Media
3. Telephone number/e-mail address: 870-972-3050, [cbuckley@astate.edu](mailto:cbuckley@astate.edu)
4. Name of Existing Certificate or Degree: Certificate in Swift Coding
5. Proposed Effective Date for distance technology delivery: Spring 2 2020
6. CIP Code: 09.0702
7. Degree Code: 2394

**PROGRAM INFORMATION**

Program summary/justification for offering program by distance technology:  
  
There is an increasing population of working adults who desire to enhance their education but find traditional college attendance unfeasible due to work constraints, etc. Thus, many working adults prefer the flexibility of an online degree as completion of an online degree will provide opportunities for career change or career enhancement. The current traditional swift coding certificate program at Arkansas State University is a flexible degree that gives students the necessary theory and skills to advance in their career and life goals. Offering this degree online will expand the availability of the degree and give working adults an edge in a competitive world.

1. Provide the current certificate/degree plan. Mark\* courses that will be taught by adjunct faculty.

|  |  |  |
| --- | --- | --- |
| Course No. | Course Name | Credits |
| DIGI 2003 | Introduction to Coding with Swift | 3 |
| DIGI 3003 | Intermediate Coding with Swift | 3 |
| DIGI 4003 | Advanced Studio in Swift Coding | 3 |

1. Provide the list of courses, include course number/title, for the certificate/degree program currently offered by distance technology.

None

1. If 100% of the program will not be offered by distance technology, list courses that **will not** be offered by distance technology.

All courses will be offered by distance technology

1. For existing courses that will be offered by distance technology (for the first time), provide the course syllabus for each of these courses for the certificate/degree program and indicate the maximum class size for each distance course.

See Appendix A for Syllabi. The max class size will be 25.

1. If new courses will be added, provide the list of new courses (proposed course number/title) and the new course descriptions for the certificate/degree.

No New courses

1. Provide the course syllabus for each distance technology course for the program listed above and indicate the maximum class size for each distance course. Indicate the course delivery mode(s) and class interaction mode(s) for each distance technology course.

See Appendix A for Syllabi. Max class size will be 25.

Course delivery mode (check all that apply):

Online X

Compressed-video (CIV)

Audio Conference

Video Conference

Web Conference

Blended delivery (identify components)

Class interaction mode (check all that apply):

Electronic bulletin boards X

E-mail X

Telephone X

Fax

Chat X

Blog X

Other (specify)

1. Provide the percentage of the program that is offered via distance (50%, 75%, etc.).

100%

1. Discuss the provisions for instructor-student and student-student interaction that are included in the program design and the course syllabus.  
     
   Students may contact the instructor via the instructor’s email address, and instructors will have discussion with students via the Blackboard Learn Platform dependent on the course. Students may interact with Instructors through Skype, Zoom, or Blackboard Collaborate. Students may also call the instructor on the phone using the phone number provided by the instructor.
2. Provide a semester-by-semester degree plan/course schedule for student access to all courses necessary to complete the program.

Fall – DIGI 2003

Spring – DIGI 3003

Summer – DIGI 4003

1. Provide a list of services that will be supplied by consortia partners or outsourced to another organization (faculty/instructional support, course materials, course management and delivery, library-related services, bookstore services, services providing information to students, technical services, administrative services, online payment arrangements, student privacy consideration, services related to orientation, advising, counseling or tutoring, etc.) **Include the draft contract/Memorandum of Understanding (MOU) for each partner/organization offering faculty/instructional support for the program.** Submit final contract/MOU signed by partner institutions or organizations upon completion of ADHE proposal review.

N/A

1. Estimate costs for the proposed distance technology program for the first 3 years. Include faculty release time costs for course/program planning and delivery.

Courses already existing and will be taught by full-time faculty, any additional cost would be an overload for a faculty member at $3500 each course (Total: $10,500 per academic year).

1. Provide institutional curriculum committee review/approval date for proposed distance technology program.
2. Provide documentation that proposed program has been reviewed/approved for distance technology delivery by licensure/certification board/agency, if required. [HLC review must follow ADHE review and AHECB program approval.]

N/A

1. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer: Date:

**CRN – 13183 – DIGI 2003**

**INTRODUCTION TO CODING WITH SWIFT**

**Instructor**: Cameron Buckley

**Class Times**: Web

**Office Hours**: Friday 10am – 1pm, FAC 123

**Contact**: [cbuckley@astate.edu](mailto:cbuckley@astate.edu)

**Required Materials**

Access to a computer with Xcode installed.

An iPad, iPhone, or another IOS device

**Course Description**

Foundations in coding using Swift language. Practical application of the tools, techniques, and concepts needed to build a basic IOS app.

**Course Outcomes**

By the end of the course, students will be able to:

* Create an application using the Swift language
* Analyze and deconstruct existing code structures for usage within their projects
* Develop the problem-solving skills to troubleshoot and fix broken code

**Program Outcomes**

**Swift Coding Certificate**

PLO 1: Introduced

Students will learn to code using Swift coding language.

**Policies**

**Students with Disabilities:** Students who require academic adjustments in the classroom or by way of the web due to a disability must first register with Arkansas State Disability Services. Following registration and within the first two weeks of class, please contact me to discuss appropriate academic accommodations, technology requirements, software and hardware specifics and requirements. Appropriate arrangements can be made to ensure equal access to this course.

**Inclement Weather Policy:** The university remains open for academic classes and all other services during inclement weather except in extreme circumstances determined solely by the Chancellor of the University. Regional and local news media will publicize the closing. Commuter students are encouraged to use good judgment in deciding whether to drive to campus during inclement weather. In those cases where the decision is made not to travel to campus under this policy, it is the responsibility of the student to immediately contact each of his/her professors upon return to explain the circumstances and to determine the need to complete any missed assignments. The student is responsible for all missed assignments during inclement weather within a time frame to be determined by the professor.

**Attendance:** You are expected to participate in discussion boards. However, because life events do sometimes interfere with education, you are allowed 3 excused absences. Beyond this, each subsequent absence will result in a half letter grade drop from your final grade. For example, 5 absences = full letter grade decrease, 7 absences = two full letter grade decreases.

**Academic Misconduct Policy**

I. Academic Integrity

A. Academic integrity calls for students to do their own work and not to claim as their work anything someone else has done. Intellectual growth calls for doing one's own work; so does academic honesty.

B. Infringements of academic integrity include offering someone else's work as your own (see Plagiarism below), buying term papers, and cheating (see Test cheating below). Specific penalties may result.

II. Plagiarism

A. “Plagiarism” means giving the impression in an assigned paper or studio work that someone else's thoughts, ideas, images and/or words are your own.

B. To avoid plagiarism give written credit and acknowledgement to the source of the thought, idea, image and/or words, whether you have used direct quotation, paraphrasing, or just a reference to a general idea.

C. If you directly quote words written by someone else, enclose the quotation in quotation marks and provide a footnote.

D. If you directly incorporate an image by someone else, you should give credit to that person, in the title, or following your signature, or in some other appropriate way. Example: “.. after Rembrandt.”

E. No written paper or studio project created for credit in one class should be used for credit in another class without the knowledge and permission of all professors concerned.

F. The research as well as the complete written paper or studio project should be the work of the person seeking academic credit for the course.

III. Faculty members may respond to plagiarism in any of the following ways:

A. Return the work to be redone; the grade may be reduced.

B. Give a failing grade on the work (“F” or zero).

C. Give the student a failing grade in the course.

IV. Test Cheating may consist of any of the following:

A. Having access to exam questions beforehand.

B. Having access to course information during an exam period.

C. Observing another person's test during the exam period.

V. If cheating occurs during a test, a faculty member may:

A. Seize the test of the offending student, or

B. Allow the testing to continue without interruption, informing the offending student at the end of the period about the offense.

VI. Faculty members may respond to cheating in any of the following ways:

A. Give a failing grade on the exam (“F” or zero).

B. Give a failing grade in the course.

C. Refer the matter for disciplinary action to the Office of Student Affairs.

VII. Scope: These policies cover all classes in the Department of Art.

**Makeup Work:**  Assignments are due on the days identified in this syllabus. Late work is unacceptable without a written excuse.

**Health and Safety Policy:** This course may require the use of hazardous chemicals, equipment or processes that the University Safety Committee recognizes as potentially hazardous to a student's safety and health. Every instructor is required to provide instructional information and training on safe handling and usage procedures prior to engaging students in the use of hazardous chemicals or equipment. In addition, students are advised to notify the instructor or laboratory supervisor of any medications or conditions that may impair their mental alertness and/or their ability to safely engage in the use of any hazardous chemical or equipment.

All students should participate in the use of hazardous chemicals and equipment only under the direct supervision of the instructor or by approval of the instructor, using recommended methods and procedures. Failure to adhere to the outlined safety precautions could result in disciplinary action.

**Grading**

Your final grade is based on the information below:

10 Assignments (5% each, 50% total)

Discussion Board Participation (30%)

1 Final Project (20%)

**Grading Scale**

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = 59% and Below

**DIGI 3003**

**INTERMEDIATE CODING WITH SWIFT**

**Instructor**: Cameron Buckley

**Class Times**: Web

**Office Hours**: Friday 10am – 1pm, FAC 123

**Contact**: [cbuckley@astate.edu](mailto:cbuckley@astate.edu)

**Required Materials**

Access to a computer with Xcode installed.

An iPad, iPhone, or another IOS device

**Course Description**

Intermediate Swift coding using industry standard best practices to build the mindset of an app developer. Prerequisite DIGI 2003.

**Course Outcomes**

By the end of the course, students will be able to:

* Design and iterate an application using the Swift language and xCode. Students will be able to design an application from the ground up, from user interface and backend programming. Additionally, students will iterate their designs, creating multiple versions of an application for different platforms and audiences such as WatchOS and tvOS.
* Critique and examine existing applications. Students will investigate specific existing applications as case studies, as well as open-source projects for inspiration. Students will be able to understand the tools and techniques used by developers to improve their own applications.
* Improve the problem-solving skills to troubleshoot and fix broken code. Students will be able to leverage existing resources to fix their code, as well as communicate with their peers and review each other’s’ applications.

**Program Outcomes**

**Swift Coding Certificate**

PLO 1: Emphasized

Students will learn to code using Swift coding language.

**Policies**

**Students with Disabilities:** Students who require academic adjustments in the classroom or by way of the web due to a disability must first register with Arkansas State Disability Services. Following registration and within the first two weeks of class, please contact me to discuss appropriate academic accommodations, technology requirements, software and hardware specifics and requirements. Appropriate arrangements can be made to ensure equal access to this course.

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**Attendance:** You are expected to participate in each discussion board. However, because life events do sometimes interfere with education, you are allowed 3 excused absences. Beyond this, each subsequent absence from discussion will result in a half letter grade drop from your final grade. For example, 5 absences = full letter grade decrease, 7 absences = two full letter grade decreases.

**Academic Misconduct Policy**

I. Academic Integrity

A. Academic integrity calls for students to do their own work and not to claim as their work anything someone else has done. Intellectual growth calls for doing one's own work; so does academic honesty.

B. Infringements of academic integrity include offering someone else's work as your own (see Plagiarism below), buying term papers, and cheating (see Test cheating below). Specific penalties may result.

II. Plagiarism

A. “Plagiarism” means giving the impression in an assigned paper or studio work that someone else's thoughts, ideas, images and/or words are your own.

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C. If you directly quote words written by someone else, enclose the quotation in quotation marks and provide a footnote.

D. If you directly incorporate an image by someone else, you should give credit to that person, in the title, or following your signature, or in some other appropriate way. Example: “.. after Rembrandt.”

E. No written paper or studio project created for credit in one class should be used for credit in another class without the knowledge and permission of all professors concerned.

F. The research as well as the complete written paper or studio project should be the work of the person seeking academic credit for the course.

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B. Give a failing grade on the work (“F” or zero).

C. Give the student a failing grade in the course.

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A. Having access to exam questions beforehand.

B. Having access to course information during an exam period.

C. Observing another person's test during the exam period.

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B. Allow the testing to continue without interruption, informing the offending student at the end of the period about the offense.

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A. Give a failing grade on the exam (“F” or zero).

B. Give a failing grade in the course.

C. Refer the matter for disciplinary action to the Office of Student Affairs.

VII. Scope: These policies cover all classes in the Department of Art.

**Makeup Work:**  Assignments are due on the days identified in this syllabus. Late work is unacceptable without a written excuse.

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**Grading**

Your final grade is based on the information below:

5 Assignments (5% each, 25% total)

Discussion Board Participation (30%)

1 Final App Group Project (45%)

**Grading Scale**

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = 59% and Below

**DIGI 4003**

**ADVANCED STUDIO IN SWIFT CODING**

**Instructor**: Cameron Buckley

**Class Times**: Web

**Office Hours**: Friday 10am – 1pm, FAC 123

**Contact**: [cbuckley@astate.edu](mailto:cbuckley@astate.edu)

**Required Materials**

Access to a computer with Xcode installed.

An iPad, iPhone, or another IOS device

**Course Description**

Application of Swift coding concepts to design and build a basic IOS app. Prerequisite DIGI 3003

**Course Outcomes**

By the end of the course, students will be able to:

* Publish an application on the app store. Although not required, students will be able to create an application that would be publishable on the Apple app store, meaning this application would pass the rigorous Apple developer review system and follow the Apple human interface guidelines for accessibility.
* Develop team-oriented problem-solving skills to create an application with other developers. Students will work in teams and create applications using their peers as resources. Students will identify their strengths and weaknesses and take on different roles within their mini-development teams.
* Design a visually and mechanically advanced application. Students will use external applications like Adobe XD, Sketch, and Zeplin to create more robust user interfaces for their applications. Additionally students will utilize extensible libraries like Cocoa Pods to further enhance their applications.

**Program Outcomes**

**Swift Coding Certificate**

PLO 1: Reinforced

Students will learn to code using Swift coding language.

**Policies**

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B. Give a failing grade in the course.

C. Refer the matter for disciplinary action to the Office of Student Affairs.

VII. Scope: These policies cover all classes in the Department of Art.

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All students should participate in the use of hazardous chemicals and equipment only under the direct supervision of the instructor or by approval of the instructor, using recommended methods and procedures. Failure to adhere to the outlined safety precautions could result in disciplinary action.

**Grading**

Your final grade is based on the information below:

Discussion Board Participation (40%)

1 Final Team Project, with 6 intermediate checks (10% each) (total 60%)

**Grading Scale**

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = 59% and Below