Proposal Form For Addition And Revision Of Courses

1. Proposing College / School: Human Sciences
   Department: Human Sciences

2. Course Prefix and Number: HUSC 3383  
   3. Effective Term: Fall 2010

4. Course Title:
   Study Abroad Opportunities in Human Sciences
   Abbreviated Title (30 characters or less):
   Study Abroad Human Sciences

5. Requested Action:
   - Renumber a Course
   - Add a Course
   - Revise a Course
   - Current Course Number:
   - Proposed Course Number:
   - Type of Revision:

6. Course Credit:
   Contact/Group Hours: 30
   Scheduled Type (e.g.: Lab, Lecture, Practicum, Directed Study): Online
   Weekly or Per Term?: term
   Credit Hours: 2
   Anticipated Enrollment: 20
   Maximum Hours (Repeatability): 2
   Total Credit Hours: 2

7. Grading Type:
   - Regular (ABCDF)
   - Satisfactory/Unsatisfactory (S/U)
   - Audit

8. Prerequisites/Corequisites:
   P: Admission to the Joseph S. Bruno Auburn Abroad in Italy program.
   Ungapped GPA of 2.5, junior standing or departmental approval.

9. Restrictions:
   List specific restriction in space above.
   - College
   - Major
   - Standing
   - Degree

10. Course Description:
    (20 Words or Less; exactly as it should appear in the Bulletin)
    Predeparture orientation for student participating in the Joseph S. Bruno Auburn Abroad in Italy program.

11. May Count Either
    (Indicate if this particular course cannot be counted for credit in addition to another)
    Program Type
    (e.g.: minor, major, etc.)  
    Program Title
    (e.g.: MS in Chemistry, Performance Option, Minor in Art)  
    Requirement or Elective?
    (required or optional?)
    Minor  
    International Minor in Human Sciences  
    Required

12. Affected Program(s):
    (Respond “N/A” if not included in any program; attach memorandum if more space is required)
    Minor  
    International Minor in Human Sciences  
    Required

13. Overlapping or Duplication of Other Units' Offerings:
    (If course is included in any other degree program, is used as an elective frequently by other unit(s), or is in an area similar to that covered by another college/school, attach correspondence with relevant unit)
    - Applicable
    - Not Applicable
14. Justification:

In the past, this course has been taught on campus during the first two weeks of the semester in which students travel to Italy. For some students, this presents a hardship because they have been required to travel back to Auburn (sometimes incurring airfare costs) and find housing for that two week period of time. By teaching this course online we eliminate these issues. The College would like to keep both options (H USC 3360 and H USC 3383) in the Bulletin. The course revision request is to add the distance option (H USC 3383).

(Include a concise, yet adequate rationale for the addition/revision of the course, citing accreditation, assessments (faculty, graduate, and/or external) where applicable)

15. Resources:

No additional resources are needed.

(Indicate whether existing resources such as library materials, classroom/laboratory space, and faculty appointments are adequate to support the proposed addition/revision; if additional resources are required, indicate how such needs will be met, referencing the appropriate level of authorization -- i.e.: Dean -- where necessary; if no additional resources or shifting of resources will be necessary, respond "Not Applicable")

16. Student Learning Outcomes:

By the end of this course students will understand:

- how the Joseph S. Bruno Auburn Abroad in Italy program is structured.
- policies and procedures of the program.
- the concepts of culture and "cultural intelligence."
- health and safety issues associated with living in Italy and traveling abroad.
- basic Italian vocabulary skills.
- practical information about interpersonal communication, budgeting, packing, currency conversion, appropriate clothing, blogging, and travel.
- who the Italian faculty and staff members are and what they do.
- the subtleties of living successfully in another culture.

(State in measurable terms (reflective of course level) what students should be able to do when they have completed this course)

17. Course Content Outline:

During Fall and Spring semesters this online course will be taught during the first two weeks of the semester that the students are traveling to Italy (they are in Italy for the remainder of the semester). In this case, all assignments would be provided to students on the first day of the course with designated units (as indicated on the syllabus) due each day at 5 pm. Students would not be enrolled in other courses during this time; therefore, they would have ample time to complete each assignment.

In the summer, however, there is not ample time at the beginning of the semester to teach the course and still have the students in Italy for 12 weeks. In this case, the course would be taught during Spring semester with one unit taught per week, sent to students on Monday and turned in by Friday at 5 pm.

Each unit has basic Italian vocabulary associated with it. For example, when students are studying cultural intelligence, they would be expected to learn basic "meeting and greeting" words and phrases using a free online language program, livemocha.com.

The units are as follows:

- Unit 1: Assessing your cultural intelligence and study abroad challenges
- Unit 2: Syllabus, related course material, and program policies
- Unit 3: Using the Joseph S. Bruno Auburn Abroad in Italy web site
- Unit 4: Writing a quality blog
- Unit 5: Interpersonal communication skills
- Unit 6: La bella figura – What not to wear
- Unit 7: Health and safety awareness abroad
- Unit 8: Money and currency conversion
18. Assignments / Projects:

Below are the course units. All units are assigned 5 points, except units 2 and three, which are worth 10 points each (total 75 points). A comprehensive final exam is worth another 25 points for a course total of 100 points.

Unit 1: Assessing Your Cultural Intelligence (CQ) and Study Abroad Challenges

Objectives
When you complete this unit you will understand
- the meaning of cultural intelligence.
- why it is important to be culturally intelligent.
- your cultural intelligence strengths and weaknesses.
- ways to improve your cultural intelligence.

Assignment
Part 1: Go to http://www.culturalq.com/ to read about CQ.

Part 2: Go to http://assessment.cq-portal.com/ and follow the instructions to set up an account. It is recommended that you use a PC computer rather than a MAC (the site seems to have trouble recognizing MACs). Your assessment reference number is 63. Enter that number when asked. Once the account is set up, you will receive an e-mail verifying your account information and you can then log in to your account. Keep your account information in a safe place because you will need it again later in the semester.
After you log in, go to the left side of the page and click on the T1 assessment link. It will take you approximately 15 minutes to complete the assessment. There are no correct or incorrect answers, so please answer honestly.
When you have completed the assessment, you will be asked if you want feedback. Click yes and immediately you will receive an assessment report. Using the “cut and paste” function, cut this report and paste it into the appropriate text box at [web link].

Part 3: Reflect on the challenges you will face when studying abroad and, using the same link as above, answer the questions.

Part 4: Now that you have received the report from the Cultural Intelligence Center outlining your CQ strengths and weaknesses and given some thought to the challenges you anticipate while abroad, I would like you to write a contract (in your own words) outlining what you plan to do during your semester abroad to improve your cultural intelligence. Go to the above link to complete the contract.

Part 5: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 2: Syllabus, Related Course Material and Program Policies

Objectives
After completing this unit you will understand
- the goals of this study abroad experience.
- requirements of the courses that comprise the Joseph S. Bruno Auburn
Abroad in Italy program, including assignments, due dates, etc.
- Policies relating to the courses you will be taking in Italy.
- University and program-specific policies related to housing, classroom, and alcohol use.

Assignment
Part 1: Your first step for this assignment is to go to http://humsci.auburn.edu/italy/ and print a copy of your syllabus and related course information (everything except Class and Field Trip Resources), as well as the four files located in the Policies section (alcohol, classroom, housing, code of conduct).

Part 2: Order your required books and other class materials from Amazon, Barnes and Nobles or another bookseller.

Part 3: Download the 12 Rick Steves’ audio tours related to Italy at http://www.ricksteves.com/news/podcast_menu.htm. Scroll down the page and click on Subscribe to Rick Steves Italy Audio Tours on iTunes. Note that for each audio tour there is a handout and a map. You may want to download these items, as well, though they are not required.

Part 4: Go to the iTunes store and search for Rick Steves’ Europe. There are 194 short segments on places to visit all over Europe. Download the segments on the Capitoline Museum, the Borghese Gallery, Pompeii, Naples, Naples Archeological Museum, Cinque Terre, and Orvieto. (You also might want to download other segments related to places you are interested in visiting.)

Part 5: Read and study the syllabus, related course materials and each of the policy files.

Part 6: Go to: [website] to answer the questions and submit responses related to this unit.

Part 7: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 3: Using the Joseph S. Bruno Auburn Abroad in Italy Website

Objectives
After completing this assignment you will know where to go to obtain information about:
- assignments
- schedule
- policies
- local community
- travel
- current events
- Italian faculty and staff
- other general information about Italy and the Auburn Abroad in Italy program

Assignment

Part 2: Research and study the above link to understand the variety of information that is available to you.

Part 3: Go to [website] to answer questions related to this unit.

Part 4: Translate, understand, speak, and spell the attach list of words and
Unit 4: Writing a Quality Blog

Objectives
After completing this assignment you will know how to
□ write a quality blog, suitable for viewing by the general public.
□ upload the blog to the College of Human Sciences website.
□ resize photos so they can be uploaded to the College of Human Sciences website.

Assignment

Part 2: Using the topics above as a guide, write a 250 word blog that includes appropriate photos and captions.

Part 3: Using the instructions below, post your blog. If you have any questions, please contact Chris Olds (colds@auburn.edu) or Walter Tolbert (wtoibert@auburn.edu).

Part 4: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 5: Interpersonal Communication Skills - Using "I" Messages

Objectives
This unit will help you to
□ assess your communication skills in four areas: (a) sending clear messages, (b) listening, (c) giving and getting feedback, and (d) handling emotional interactions.
□ learn a positive communication skill that will serve you well during your study abroad experience (or, for that matter in any personal or professional relationship). Specifically, you will learn to use "I" messages to express yourself without making the person with whom you are communicating feel disrespected.

Assignment
Part 1: Go to http://www.cba.unl.edu/Buscomm/Interpersonal/interpers.html to take and score the Interpersonal Communication Skills Inventory. This inventory is meant to be used for self improvement, so I will not ask you to turn it in to me. Instead, go to https://www.surveymonkey.com/s/5JNV9TV and write a one page (250 word) essay in your own words describing the areas of communication in which you have strengths and the areas you need to improve.

Part 2: Go to the following websites and read: http://www.traumacentral.net/i-statements.htm http://www.usu.edu/arc/idea_sheets/pdf/assertive_communication.pdf You will notice that there are some Practicing Assertive Communications exercises at the end of the second handout. You may practice with these exercises if you wish.

Part 3: I have developed some other exercises that are more relevant to your study abroad experience. Review these statements and go to the [website] to re-state them as "I" messages.

Be sure to use the following format:
I feel (state your feelings), when (state the undesired behavior you wish to stop), because (state why you feel the why you do) and (state your future expectations and or future consequences).
An example would be: I feel angry when you leave the dirty frying pan in the sink because I have to wash it before I can use it. In the future, I would appreciate it if you would wash it and put it away after you use it.

Note that the above statement is direct and non-evaluative. It does not use any negative or value-laden terminology.

I WILL ASK YOU TO RE-DO THIS ASSIGNMENT UNTIL YOU HAVE MASTERED THE ABILITY TO SPEAK IN I-MESSAGES, SO PLEASE CONSIDER EACH STATEMENT CAREFULLY.

Part 4: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 6: La Bella Figura: What Not to Wear

After completing this unit you will:
- understand and internalize the concept of la bella figura.
- understand how to dress appropriately in different situations.
- understand how to address people appropriately.
- "tune in" to the subtleties of different social situations.

Assignment

Part 1: Read the following articles: http://www.eyeitalia.com/2009/03/17/la-bella-figura-italy/
http://www.greatwhatsit.com/archives/1617
http://www.livinginitaly.com/business.htm
http://www.slowtrav.com/italy/fashion/introduction.htm
http://womens-fashion.lovetoknow.com/How_to_Wear_Leggings

Part 2: Address the questions listed on the [website] by sending photos to me as jpg files with your name and the name of this unit in the e-mail subject line. Be sure to label each photo by venue (for example, there should be 10 photos labeled WFP.jpg; Milan.jpg; mayor.jpg, etc.).

Part 4: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 7: Health and Safety Awareness Abroad

Objectives

At the completion of this unit you will be
- familiar with potential health and safety risks while abroad.
- know where to go for help should the need for help arise.

Assignment

Part 1: Click on http://www.auburn.edu/academic/international/oie/auburnabroad/healthandsafety.htm and read/study the important information.

Part 2: Review the section of your Syllabus related to the SurveyMonkey travel itinerary at http://humsci.auburn.edu/italy/files/italy_syllabus_next.pdf

Part 3: Review the section related to emergency numbers at http://humsci.auburn.edu/italy/files/chigi_policies.pdf

Part 5: Review Medex information at http://www.auburn.edu/academic/international/oie/auburnabroad/medex_id_card.pdf Note: This is a sample card. You will be issued your own card before you leave for Italy.

Part 6: Also, please read, and study the following:
http://humsci.auburn.edu/italy/files/predeparture_au.pdf
http://www.humsci.auburn.edu/italy/files/emergency_contact_information.pdf
http://humsci.auburn.edu/italy/files/predeparture_au.pdf
http://www.auburn.edu/academic/international/oie/auburnabroad/PredepartureGuideREV_20Dec07.pdf
http://www.studentsabroad.com/top10/top10en.html

Part 7: Go to [website] to answer questions related to this unit.

Part 8: Translate, understand, speak, and spell the attached list of words and phrases related to this unit.

Unit 6: Money and Currency Conversion

Objectives
After completing this unit you will know
☑ how much cash (U.S. and Euros) to take to Italy with you.
☑ where to go on the web to do currency conversions.
☑ what the dollar to euro ratio is on any given day.

Assignment
Part 1: Call your bank and let them know you will be out of the country for 3 months. The bank might ask you which European countries you will be visiting. Think about this so that the information can be recorded in your bank’s file. It is not unusual for students to be blocked from a bancomat in another country because the bank “thinks” the bank card has been stolen. Be sure your ATM pin number is numerical and has only 4 numbers. If this is not the case, change the pin before you leave the U.S.

Part 2: Read and study the following:
http://www.humsci.auburn.edu/italy/files/cultural_and_practical_points.pdf

http://www.xe.com/ucc/


http://en.wikipedia.org/wiki/Eurozone

Part 3: Go to [website] to answer questions related to this unit.

Part 4: Translate, understand, speak, and spell the attached list of words and phrases related to this unit.

Unit 9: Practical issues - Packing and Personal Travel

Objectives
After completing this unit you will know
☑ what to pack (going to Italy) and baggage allowances for specific airlines
☑ how to pack for weekend travel
☑ when you are required to carry your original passport
☑ how to find information to assist you with personal travel plans

Assignment
Part 1: Read, review, and study the following:
http://www.humsci.auburn.edu/italy/files/cultural_and_practical_points.pdf
Part 2: Go to [website] to answer questions related to this unit.

Part 3: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 10: Customs and Etiquette

Objectives
After completing this unit you will know
- Some of the basic dos and don'ts of living in Italy.
- Restaurant, tipping, shopping, church, guest, and transportation etiquette and practices

Assignment
Part 1: Read the following articles.

http://www.humsci.auburn.edu/italy/files/cultural_and_practical_points.pdf

http://www.concierge.com/cntraveler/articles/12302

http://www.justlanded.com/english/Italy/Articles/Culture/Tipping


http://www.slowtrav.com/Italy/restaurants/receipt.htm

http://www.kwintessential.co.uk/resources/global-etiquette/italy-country-profile.html

Part 2: Answer the questions on the [website].

Part 3: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 11: Establishing a Spending Plan

Objective
When you complete this unit you will have a better understanding of
- how the monetary resources you have at your disposal can be allocated to necessities (“needs” such as food, laundry detergent, medicine) and non-necessities (“wants” such as optional travel, souvenirs).
- how you might be able to save money in some categories to help you finance something you want to do in another category.

Assignment
Part 1: Go to [website] to complete a spending plan for your 12-week study abroad experience. Start by determining how much money you have to spend on your study abroad experience. Next, figure out how much money you will spend for food during the time you are abroad. From there you can complete the other categories. As indicated in the instructions, for each category you will provide me with a weekly average and a semester total, as well as a grand total that should equal the amount of money you have available to spend.

Part 2: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 12: Ariccia, the Chigi Palace, and the Castelli Romani

Objectives
After completing this unit you will know:

- the region of Italy in which the Castelli Romani are located.
- the main attractions in Ariccia and the other Castelli Romani towns today.
- Bernini’s influence on the Chigi Palace, the church of Santa Maria dell’Assunzione, and the town square of Ariccia, the Piazza di Corte.
- why the Castelli Romani towns were important during the period of the Grand Tour.

Assignment
Part 1: Go to this link http://www.humsci.auburn.edu/italy/info_and_class.php and read everything under Ariccia and the Castelli Romani.

Also read, http://www.metmuseum.org/toah/hd/grtr/hd_grtr.htm,

the excerpt by Henry James at http://www.fullbooks.com/Italian-Hours4.html and


Part 2: Answer the questions on [website].

Part 3: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

Unit 13: Regions of Italy: Knowing Lazio from Liguria

Objectives
After you complete this unit you will
- know where each of the regions of Italy is located on a map.
- know of at least one interesting place to visit in each region of Italy.
- have a better idea of the cost of weekend travel.
- learn how to book airline and/or train reservations.
- learn how to find inexpensive but highly rated hotels, B&Bs and hostels.

Assignment
Part 1: Each of you will be assigned one region of Italy to study (see attachment with assignments below). Search the internet (or alternately use of a recent travel guide book of your choice and locate the city/town in your assigned region that you would find most interesting to visit on a weekend.

Part 2: We are going to compile our own guidebook of Italy. Go to [website]. Using the map located on this site, find the region you have been assigned to study and answer the questions.

Part 3: Translate, understand, speak, and spell the attach list of words and phrases related to this unit.

(List all quizzes, projects, reports, activities and other components of the course grade — including a brief description of each assignment that clarifies its contribution to the course’s learning objectives)

19. Rubric and Grading Scale:
The units, in total, are assigned 75% of the course grade. There is a comprehensive final exam equal to 25% of the course grade. The course is graded on a 10 point scale (90-100 = A, 80-89 = B, etc.). Unless students present a University-approved excuse, for each half hour an assignment is late, an automatic part letter grade reduction will result (A to A minus, etc.). Any assignment that is 4 hours late will earn a zero.
Students are provided the grading scale and the following information on the syllabus:

- You are expected to complete all assignments by yourself with no help or input from other people, unless specified in the assignment. Instances of cheating will be reported to the Academic Honesty Committee as outlined in the Tiger Cub.
- All assignments must be written in your own words and not copied and pasted from the internet, books, or other sources (unless, of course, I ask you to cut and paste).
- You are responsible for all material presented in this course whether through the internet or by other means. Responsible means that you will read and study the material, be prepared for testing, and take the information with you to use in Italy.
- You understand that this is a two credit hour course and that you will receive a letter grade at the end. In terms of the University’s expectations, this means that you are required to spend the equivalent of 30 hours in class plus study and homework time outside of class.
- This preparation course is the beginning of your immersion into the culture of Italy. To benefit from it, you are expected to prepare and reflect on activities developed for you. You will need to spend considerable time outside of class to prepare assigned work and to learn the required material. It is my intention that by taking this course you should learn something about yourself, the Italian culture, the Italian language, course expectations, Italian geography, travel planning, budgeting, etc. You will get out of it what you put into it.

List all components of the course grade -- including attendance and/or participation if relevant -- with point totals for each; indicate point totals and ranges or percentages for grading scale; for S/U grading, detail performance expectations for a passing grade)

20. Justification for Graduate Credit: n/a

(Include a brief statement explaining how the course meets graduate educational standards (i.e.: rigorous standards for evaluation, development of critical thinking and analytical skills, etc))

(Included below are standard statements regarding course policies. If necessary, a statement may be altered to reflect the academic policies of individual faculty members and/or the academic unit or department, provided that there is no conflict with the Tiger Cub, Faculty Handbook, or any existing university policy.)

POLICY STATEMENTS

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student’s immediate family, the death of a member of the student’s immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please see the Tiger Cub for more information on excused absences.

Make-Up Policy: Assignment to make up a missed major examination (e.g., hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Tiger Cub will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need special accommodations in class, as provided for by the Americans With Disabilities Act, should arrange for a confidential meeting with the instructor during office hours in the first week of classes (or as soon as possible if accommodations are needed immediately). The student must bring a copy of their Accommodation Letter and an Instructor Verification Form to the meeting. If the student does not have these forms, they should make an appointment with the Program for Students with Disabilities, 1288 Haley Center, 844-2098 (V/TT).