Cover Letter to Curriculum Committee

The School of Languages, Cultures, and World Affairs (LCWA) is seeking to create a new course entitled “Language and Cultural Competencies for Study Abroad.” This course is intended to aid students participating in a summer study abroad program in a non-Anglophone country. It will introduce students to fundamental culture of the target country, focusing on structures of the language, strategies for engaging nationals, and tools for recognizing, understanding and respecting the practices, products, and perspectives of that country. The course will be titled LNSA 101. Each section will be tailored for the non-English speaking country of the program. Sections of LNSA will be offered the semester prior to the projected study abroad program. LCWA faculty who teach language and culture courses will teach the course based on her/his language/geographic expertise.

Study Abroad programs that already include a language and cultural component to their course would not need to participate in this option. Study Abroad programs that do not already have their own language and cultural component will be able to work with instructors in LCWA to create a section of LNSA 101 designed specifically for the identified country and the program’s needs. Programs that have identified this course as a requirement will inform their students that they must take the section of LNSA 101 that corresponds to their study abroad program. LCWA anticipates that this one-credit course will be offered during the express II semester. It is an elective course that will not count towards a major or minor.

Since LNSA 101 is a course that will be housed in LCWA rather than a specific department or program within LCWA, the Associate Dean of LCWA will be considered the program director. The Associate Dean of LCWA will coordinate the courses, work with the chairs and program directors of the faculty who will be teaching the courses, and consult with the Dean of LCWA and the chairs and program directors of LCWA to determine changes and/or to address any issues. For Study Abroad Programs that determine the need for this type of course, instructors in LCWA will make every effort to create courses for which there are LCWA instructors available and qualified. However, it is acknowledged that LCWA can not guarantee that they will be able to create a course for every program that determines the need.
FACULTY CURRICULUM COMMITTEE
SIGNATURE PAGE

• In section A, list ALL of the forms covered by this signature page. If you submit a form that is not listed in A, your proposal will be held back until we receive a new, updated signature page.
• You must obtain the signature of your department chair and dean before submitting your proposal.

A. FORMS COVERED BY THIS SIGNATURE PAGE. List each form you are submitting—for instance, PSYC 383, Course Form; PSYC, Change of Major Form; PSYC, Change of Minor Form.

New Course Form: LNSA 101

B. APPROVAL AND SIGNATURES.

1. Signature of Department Chair or Program Director:

   [Signature]

   Date: 1/21/15

2. Signature of Academic Dean:

   [Signature]

   Date: 1/21/15

3. Signature of Provost:

   [Signature]

   Date: 2/10/15

4. Signature of Business Affairs (only for course fees):

   [Signature]

   Date: ________________

   □ fee approved on ________________

   □ BOT approval pending

5. Signature of Curriculum Committee Chair:

   [Signature]

   Date: 2/20/2015

6. Signature of Budget Committee Chair (only for new programs):

   [Signature]

   Date: ________________

7. Signature of Academic Planning Committee Chair (only for new programs):

   [Signature]

   Date: ________________

8. Signature of Faculty Senate Secretary:

   [Signature]

   Date: ________________

   Date Approved by Faculty Senate: ________________
FACULTY CURRICULUM COMMITTEE
COURSE FORM

Instructions:
• Please fill out one of these forms for each course you are adding, changing, deactivating, or reactivating.
• Fill out the parts of the form specified in part B. You must do this before your request can move forward!
• Remember that your changes will not be implemented until the next catalog year at the earliest.
• If you have questions, start by checking the instructions on the website. Please feel free to contact the committee chairs with any remaining questions you might have.

A. CONTACT/COURSE INFORMATION.

Name: Shawn Morrison Phone: 953-4266 Email: morrissonsh@cofc.edu
Department or Program: All language programs in LCWA School: LCWA
Subject Acronym and Course Number: LNSA 101
Catalog Year in which changes will take effect: FALL 2015

B. TYPE OF REQUEST. Please check all that apply, then fill out the specified parts of the form.

☐ x Add a New Course (complete parts C, D, F, G, H, I, J)
☐ Change Part of an Existing Course (complete parts C, D, E, F, G, I, J)
☐ Course Number (you must submit a course deactivation request for the old course number)
☐ Course Name
☐ Course Description
☐ Credit/Contact Hours
☐ Restrictions (prerequisites, co-requisites, junior/senior standing, etc.)
☐ Deactivate an Existing Course (complete parts C, D, E, G, I, J)
☐ Reactivate a Previously-Deactivated Course (complete parts C, D, E, G, I, J)

C. RATIONALE AND EXPLANATION. Please describe your request and explain why you are making it.

This course is intended to aid students participating in a summer study abroad program in a non-Anglophone country. It will introduce them to fundamental culture of the target country including structures of the language, strategies for engaging nationals, and how to recognize, understand, and respect the practices, products, and perspectives of that country. The course will be titled “Language and Cultural Competencies for Study Abroad” (LNSA 101). Each section will be tailored for the non-English speaking country of the program. Sections of LNSA 101 will be offered the semester prior to the projected study abroad program. LCWA faculty who teach language and culture courses will teach the course based on her/his language/geographic expertise. Study Abroad programs that take place in a non-Anglophone country can choose whether or not to participate in this. Some Study Abroad programs already include a language and cultural component to their course and would not need to participate in this option. For those study abroad programs that take place in a non-Anglophone country that do not already have their own language and cultural component, instructors in LCWA will create a section of this course designed specifically for cultural engagement in the identified country. Students participating in programs who have identified this courses as a requirement must take the section of LNSA 101 that corresponds to their study abroad program. This one-credit course will meet once a week. It is an elective course for graduation, but will not count towards a major or minor.

This form was last updated on 12/13/13 and replaces all others.
D. IMPACT ON EXISTING PROGRAMS AND COURSES. Please briefly describe the impact of your request on your own programs and courses as well other programs and courses. If another program requires the course, you must submit their written acknowledgement with this proposal. Also, the affected program must describe any change in the number of credit hours they require. Include a list of similar courses in other departments and explain any overlap.

This course will aid all the programs that take students to Non-Anglophone countries by providing important language and cultural support. Students will be able to interact more successfully with people in the country in which they will be studying, both by using the language for everyday, common functions, and by knowing appropriate socio-linguistic interactions, gestures, and expressions. This course will be a pre-requisite for the study abroad program that has chosen this option. It will add one required credit to the students’ overall credits, but it will not affect any major, minor, or other programs.

E. EXISTING COURSE INFORMATION. If you are proposing a new course, just leave this blank. Otherwise, please fill out all fields.

<table>
<thead>
<tr>
<th>Department:</th>
<th>School:</th>
<th>Subject Acronym:</th>
<th>Course Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit hours:</td>
<td>__ lecture __ lab __ seminar __ independent study</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact hours:</td>
<td>__ lecture __ lab __ seminar __ independent study</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Course title:

Course description (maximum 50 words, exactly as it appears in the catalog):

Restrictions (pre-requisites, co-requisites, majors only, etc.): Cross-listing, if any:

Is this course repeatable?  □  □ no  If yes, how many total credit hours may the student earn?

F. NEW COURSE INFORMATION. If you are deactivating a course, leave this blank. Otherwise, please fill out all fields. For changed courses, use boldface for the information that is changing.

Department: All LCWA programs  School: LCWA  Subject Acronym: LNSA  Course Number: 101

Credit hours: 1 lecture
Contact hours: 15 lecture

Course title: Language and Cultural Competencies for Studying Abroad.

Course description (maximum 50 words, exactly as it appears in the catalog):

This course teaches fundamental structures of a language as well as basic conversation skills to help students who participate in a study abroad program in a non-Anglophone country. Students will also be introduced to the products, practices, and perspectives of the country in which they will be studying.

This form was last updated on 12/13/13 and replaces all others.
Restrictions (pre-requisites, co-requisites, majors only, etc.): This would be a pre-requisite for the courses taken while studying abroad.

If this is a newly-created course, is it intended to be the equivalent of an existing course? ☐ yes ☑ no
If so, which course? ______________

If equivalent, will the newly-created course replace the existing course? ☐ yes ☑ no
Note: If yes, you must deactivate that course by submitting an additional Course Form.

Cross-listing, if any (submit approval from relevant department): ______________
Note: Cross-listed courses are equivalent.

Is this course repeatable? ☐ x yes ☑ no
If yes, how many total credit hours may the student earn? 3

Is there an activity, lab, or other fee associated with this course? ☐ yes ☑ x no
What is the fee? $______
Note: The Senate cannot approve new fees; Business Affairs will submit any such request to the Board of Trustees. The course can still be created, but the fee will not be attached until the Board has approved it.

G. COSTS. List all of the new costs or cost savings (including new faculty/staff requests, library, equipment, etc.) associated with your request.

Programs that have chosen this course will agree to pay a stipend to the instructor, whether an adjunct or roster faculty. Faculty teaching this course will not be given a course release; nor will it count as part of the teaching load for that faculty member. The costs for paying the stipend to the instructor will come from the student fees for the program.

H. STUDENT LEARNING OUTCOMES AND ASSESSMENT.

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Assessment Method and Performance Expected</th>
</tr>
</thead>
<tbody>
<tr>
<td>What will students know and be able to do when they complete the course?</td>
<td>How will each outcome be measured? Who will be assessed, when, and how often? How well should students be able to do on the assessment?</td>
</tr>
<tr>
<td>1. Students will be able to engage in basic conversations in the target language of the country in which they are studying.</td>
<td>There will be two role play speaking tests. Students will be able to ask, understand, and exchange basic information; students will be able to complete basic tasks in the target language. 100% of the students receive a &quot;meets expectations&quot; or higher on both speaking tests.</td>
</tr>
<tr>
<td>2. Students will be able to understand basic everyday texts in the target language of the country in which they are studying.</td>
<td>Students will take reading tests covering common texts such as menus, signs, directions, and information. 100% of the students will be able to understand the basic message, and successfully complete real-world tasks using the reading texts.</td>
</tr>
<tr>
<td>3. Students will be able to interact in culturally appropriate ways with people in the country in which they are studying.</td>
<td>Students will demonstrate knowledge of appropriate intercultural communication skills on a test. All students will receive a B or above on a test requiring appropriate responses to cultural situations that may be encountered in the country of the study abroad.</td>
</tr>
</tbody>
</table>

This form was last updated on 12/13/13 and replaces all others.
How does this course align with the student learning outcomes articulated for the major, program, or general education? What program-level outcome or outcomes does it support? Is the content or skill introduced, reinforced, or demonstrated in this course?

Not Applicable

1. PROGRAM CHANGES. Will this course be added to the existing degree requirements or list of approved electives of a major, minor, or concentration? □ yes □ no

If yes, please attach a Change Minor and/or Change Major/Program Form as appropriate.

J. CHECKLIST.

☐ √ I have completed all relevant parts of the form.

☐ √ I have attached a cover letter that describes my request and lists all the documents I am submitting.

☐ √ (For new courses only) I have attached a syllabus.

☐ (For courses used in any way by other departments, including cross-listing) I have attached an acknowledgement from the relevant department.

☐ (For courses intended to fulfill a Gen Ed requirement) I have submitted the proposal to the Gen Ed committee.

☐ √ I have submitted one Signature Form that lists all of the different forms I am submitting.

This form was last updated on 12/13/13 and replaces all others.
Intensive Hindi for Students of Study Abroad program

Instructor: Leena Karambelkar
Email: karambelkar@cofc.edu
Phone: 843-935-4984
Text: 843-813-8135
Office: Bell 203 J

This is a specially designed (Spring Express II) 1 credit hour course for the Geology students visiting India on a Study Abroad trip. This course introduces the fundamental structures of Hindi, one of India's official languages, empowering students with the acquisition of basic language skills of listening comprehension, speaking, reading, and writing with the focus on conversational skills. Exposure to the Hindi language and familiarity with the Indian customs and traditions gained in this course will provide the students with comfort and confidence to immerse easily in the Indian society.

Class goal:
To achieve basic proficiency in conversational Hindi.

Class Objectives:

By the end of this course students are expected to:

- Engage in basic conversation in Hindi
- Read and write simple texts in Hindi
- To gain understanding of Indian culture and traditions

Requirements:

1. Students are expected to attend all classes.

2. To achieve deeper and broader knowledge of the Hindi language and Indian culture, there will be activities planned outside the classroom in which the students will receive the opportunity to mingle with the Indian society and enhance their knowledge and use of language skills.

Attendance Policy:
Students are expected to attend all classes and participate often. In the event of an emergency during the semester, you should call/text me as soon as possible; whenever possible, arrangements will be made for you to make up for the missed class. I should be notified by email of any excused or unexcused absences.
Textbooks:
1. *Teach Yourself Hindi* by Rupert Snell with Simon Weightman (or)
   *Complete Hindi* by Rupert Snell
2. *Survival Hindi* by Sunita Narain and Madhumita Mehrotra

Supplementary books/material: (These are available in the library.)
*Hindi conversation (3 CDs)* by Rupert Snell
*Introduction to Hindi Grammar* by Usha Jain
Articles/essays available on databases and current newspapers and other resources

Grading:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class participation</td>
<td>20%</td>
</tr>
<tr>
<td>Homework</td>
<td>10%</td>
</tr>
<tr>
<td>Vocab Quizzes</td>
<td>10%</td>
</tr>
<tr>
<td>Cultural Sensitivity Tests</td>
<td>20%</td>
</tr>
<tr>
<td>Speaking Role Plays</td>
<td>20%</td>
</tr>
<tr>
<td>Final exam</td>
<td>20%</td>
</tr>
</tbody>
</table>

Language Lab: Students are encouraged to use the language lab facility independently. There are CDs, DVDs and software available to use.
Visit the following site for more information on the Language Resource Center.

Tutoring lab: The Foreign Language Tutoring Lab is located in the Addlestone Library Room 113. Students are encouraged to use this great facility to get more practice. Tutors in Hindi will be available.
For more info visit http://csl.cofc.edu/labs/foreign-languages-tutoring-lab/index.php

Center for Disability Services: Follow the link to get more information on college’s disability center. http://disabilityservices.cofc.edu/contact/index.php

Class Schedule:

<table>
<thead>
<tr>
<th>Week</th>
<th>Grammar, Vocabulary, Expressions</th>
<th>Cultural Topics</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction to Devanagari script</td>
<td>Religions in India</td>
</tr>
<tr>
<td></td>
<td>Question words – who, what,</td>
<td>Hindu rituals</td>
</tr>
<tr>
<td></td>
<td>Verb- to be</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Masculine/feminine nouns</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Possessive pronouns</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Introduce yourself.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Review</td>
<td>Languages of India</td>
</tr>
<tr>
<td></td>
<td>More verbs</td>
<td>History</td>
</tr>
<tr>
<td></td>
<td>Simple present tense</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Add more information to speech about</td>
<td></td>
</tr>
</tbody>
</table>
| 3 | Forming and answering questions.  
   Adjectives  
   Question how and how much  
   Indian currency, shopping, using the language in the market  
   Names of food items and general items | Food |
|---|---|
| 4 | More verbs  
   Ko construction to express wishes, necessities etc  
   Ata hai and lagta hai  
   Ka + possessive  
   Postpositions,  
   Case endings  
   Forming sentences with complex postpositions | Indian Regional literatures  
   Fine arts and movies |
| 5 | Continuous tense: present and past  
   More questions and answers using more verbs  
   Imperative mood  
   Future tense  
   Emergencies and essentials | Great Indian epics and other ancient scriptures |
| 6 | Health related vocabulary and expressions  
   Adverbs  
   More on travel by train, taxi, rickshaw, car, sea,  
   Post Office, correspondence,  
   Places around the town  
   Locations and directions  
   Articles of daily use | Social Interactions |
Czwazka, Franklin James

From: Czwazka, Franklin James
Sent: Thursday, February 05, 2015 10:58 AM
To: Morrison, Shawn E
Subject: RE: LNSA 101 Course Proposal

It is ok 😊 I just didn't see what it stood for. I've added your email to form (for documentation) and written the subject on the form as well. Thanks again for getting back to me so quickly!

Franklin

From: Morrison, Shawn E
Sent: Thursday, February 05, 2015 10:51 AM
To: Czwazka, Franklin James
Subject: Re: LNSA 101 Course Proposal
Importance: High

Hi. Sorry! I made it up and Cathy Boyd said it was ok.

To me, it stands for "Language for Study Abroad."

Shawn

From: <Czwazka>, Franklin James <CzwazkaF@cofc.edu>
Date: Thursday, February 5, 2015 at 10:37 AM
To: Shawn Morrison <morrisonsh@cofc.edu>
Cc: "Czwazka, Franklin James" <CzwazkaF@cofc.edu>
Subject: LNSA 101 Course Proposal

Hi Shawn,

I was looking over the LNSA 101 new course proposal and I had one question. What does LNSA stand for? I'll make a note of this on the FCC form that way it can be properly built since we'll need to create a new subject in Banner when this is built.

Thanks!

Franklin J. Czwazka, M.A.
Catalog Manager | Office of the Registrar, College of Charleston
66 George Street | Charleston, SC 29424
843.953.5421 (voice) | 843.953.6560 (fax) | czwazkaF@cofc.edu
Office of the Registrar website: http://registrar.cofc.edu/
Academic Catalogs: http://catalogs.cofc.edu/

Treasurer | Carolina Association of Collegiate Registrars and Admissions Officers (CACRAO)
Subject: LNSA 101 some additional information
Date: Wednesday, February 18, 2015 at 10:28:30 PM Eastern Standard Time
From: Verlinden, Marianne J
To: Springer, Bonnie C

Dear Bonnie,

Would you consider sharing this either via e-mail, posting in the discussion forum, or sharing at the meeting itself, with the Committee members. It is regarding the Language and Cultural Competencies for Study Abroad (LNSA 101) proposal.

First a clarification and correction regarding a point in my entry in the discussion forum: Mark Del Mastro did share an earlier draft of that proposal with Hispanic Studies and Germanic and Slavic Studies, and invited feedback on January 29, right after a meeting with LCWA Chairs and Program Directors.

Second, regarding the logistics. Dr. Sobiesuo, Associate Provost and Director of the Center for International Education, and former chair of my Department, indicated to me that he fully supports the proposal and noted that it seeks to accomplish the mission of our School (encouraging the study of languages and cultural literacy). He favors the proposed set up. If the course were to be offered in Maymester, however, as some CoC study abroad programs are offered later in the summer, it would create substantial additional cost (for housing, tuition) that would most likely impact negatively the participation of low-income students. The proposal circulated to us does not mention Maymester, unlike the preliminary draft. Rather it states that “LCWA anticipates that this one-credit course will be offered during the express II semester.” This is however, important to keep in mind for the discussion: Maymester or later is not a good option.

Finally regarding the tight schedule (deadlines for applying for the programs, being notified of scholarships, etc.), I noticed that March 13 is the last day to drop and add Express II classes, so maybe this is how students would register.

I apologize again for not being able to join you for this coming meeting as I mentioned to you in an earlier email.

Regards,

Marianne Verlinden, Ph.D.
Senior Instructor
Department of Hispanic Studies
College of Charleston
tel: 843.953.7857