

Rochester INSTITUTE OF TECHNOLOGY

Minor Program proposal form

college of imaging arts and Sciences

***Effective Academic Year 2017-2018***

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| **Effective term 2131:** new |
| **Effective term 2141, approved 3/13:** updated elective courses |
| **Effective term 2151, approved 3/13:** no changes |
| **Effective term 2161, approved 3/13:** no changes |
| **Effective term 2171, approved 3/17:** updated Brief Description; added MAAT-101 as a required course; updated course prerequisites |

**School of Media Sciences**

**Name of Minor:** CIAS-UG-MAAT-Media Arts and Technology Minor

**Brief description of the minor to be used in university publications**

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| The Media Arts & Technology minor provides students with a five-course sampling of the Media Arts & Technology major. Most students begin their minor with the Foundations or Design Production course and then customize their study through sequencing courses from the diverse course offerings related to specific aspects of media production, media architecture, media strategy, and media management.  To enable a truly individualized course of study for each student in the minor, nearly all Media Arts & Technology courses are available to students in the Media Arts & Technology minor.- |

**1.0 Minor Program Approvals**

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| --- | --- | --- |
|  | Approval request date: | Approval granted date: |
| Academic Unit Curriculum Committee | 22 March 2012 | 23 March 2012 |
| College Curriculum Committee | ~~April 20, 2012~~  March 4, 2017 | ~~April 20, 2012~~;  ~~May 4, 2015~~  Rev. March 22, 2017 |
| Inter-College Curriculum Committee |  |  |

**2.0 Rationale:**

A minor at RIT is a related set of academic courses consisting of no fewer than 15 semester credit hours leading to a formal designation on a student's baccalaureate transcript

How is this set of academic courses related?

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| Taken as a whole, the minor courses emphasize the cross media nature of today’s communication choices. Students learn that electronic and print media form a synergistic relationship that media professionals need to be able to use effectively and efficiently. |

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**3.0 Multidisciplinary involvement:**

If this is a multidisciplinary minor spanning two or more academic units, list the units and their role in offering and managing this minor.

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| N/A |

**4.0 Students ineligible to pursue this minor:**

The purpose of the minor is both to broaden a student's college education and deepen it in an area outside the student’s major program. A minor may be related to and complement a student’s major, or it may be in a completely different academic/professional area.   It is the responsibility of the academic unit proposing a minor and the unit’s curriculum committee to indicate any home programs for which the minor is not a broadening experience.

Please list below any home programs whose students will not be allowed to pursue this minor, provide the reasoning, and indicate if this exclusion has been discussed with the affected programs:

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| Plan: NMEP – New Media Publishing  Subject: MAAT – Media Arts And Technology |

**5.0 Minor Program Structure, Sequence and Course Offering Schedule:**

Describe the structure of the proposed minor and list all courses, their anticipated offering schedule, and any prerequisites.

* All minors must contain at least fifteen semester credit hours;
* Minors may be discipline-based or interdisciplinary;
* In most cases, minors shall consist of a minimum of two upper division courses (300 or above) to provide reasonable breadth and depth within the minor;
* As per New York State requirements, courses within the minor must be offered with sufficient frequency to allow students to complete the minor within the same time frame allowed for the completion of the baccalaureate degree;
* Provide a program mask showing how students will complete the minor.

Narrative of Minor Program Structure:

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| Students begin the minor in Media Arts and Technology by taking either Foundations  MAAT-101, or Design Production, MAAT-383 (3 credits), as a required course. After completing this course, students take an additional four courses (12 credits) related to communication strategies, premedia, publishing, or associated topics closely allied with their career interests. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Course Number & Title | SCH | Required | Optional | Fall | Spring | Annual/Biennial | Prerequisites |
| MAAT-101, Foundations  or  MAAT-383, Design Production | 3  3 | X  or  X |  | X | X |  | none  none |
|  |  |  |  |  |  |  |  |
| MAAT-106, Typography & Page Design | 3 |  | X |  | X |  | MAAT-101 |
| MAAT-107, Imaging | 3 |  | X | X |  |  | MAAT-101 or MAAT-383 |
| MAAT-206, Print Production Workflow | 3 |  | X |  | X |  | MAAT-101 or MAAT-383 |
| MAAT-306, Information Architecture for Publishing | 3 |  | X |  | X |  | MAAT-272 or ISTE-105 |
| MAAT-246, Magazine Publishing | 3 |  | X | X |  |  | MAAT-106 or equivalent |
| MAAT-266, Advanced Workflow | 3 |  | X |  | X |  | MAAT-206 ISTE-105 |
| MAAT-271, Webpage Production I | 3 |  | X | X |  |  | None |
| MAAT-272, Webpage Production II | 3 |  | X |  | X |  | MAAT-271 or ISTE-105 |
| MAAT-301, Database Publishing | 3 |  | X |  | X |  | MAAT-106 and MAAT-271 or ISTE-105 |
| MAAT-306, Cross-Media Publishing | 3 |  | X |  | X |  | MAAT-272 or ISTE-105 |
| MAAT-307 Media Business Management | 3 |  | X | X |  |  | None |
| MAAT-355, Media Law | 3 |  | X | X | X |  | None |
| MAAT-356, Multimedia Strategies | 3 |  | X |  | X |  |  |
| MAAT-359, Media Distribution & Transmission | 3 |  | X |  | X |  | MAAT-101 or equivalent |
| MAAT-363, Media Industries Analysis | 3 |  | X | X |  |  | None |
| MAAT-364, Digital News Systems Management | 3 |  | X | X |  |  | None |
| MAAT-366, Introduction to Book Design | 3 |  | X |  | X |  | MAAT-106 or equivalent |
| MAAT-367, Image Processing Workflow | 3 |  | X |  | X |  | MAAT-107 or equivalent |
| MAAT-368, Gravure & Flexography | 3 |  | X | X |  |  | None |
| MAAT-369 Bookbinding | 3 |  | X | X | X |  | None |
| MAAT-371, Print Finishing Management | 3 |  | X |  | X |  | MAAT-101 or MAAT-383 or equivalent |
| MAAT-376, Lithographic Process | 3 |  | X |  | X |  | MAAT-206 |
| MAAT-377, Advanced Retouching & Restoration | 3 |  | X | X |  |  | MAAT-107 |
| MAAT-386, 3D Printing Workflow | 3 |  | X |  | X |  | None |
| MAAT-498, Media Arts & Technology Internship | 3 |  | X | X | X |  | None |
| MAAT-541, Digital Print Processes | 3 |  | X | X |  |  | MAAT-101 |
| MAAT-543, Limited Edition Print | 3 |  | X |  | X |  | MAAT-101 or MAAT-383 |
| MAAT-544, Color Management Systems | 3 |  | X |  | X |  | MAAT-107 |
| MAAT-550, Topics in Media Arts, Sciences and Technology | 3 |  | X | X | X |  | None |
| MAAT-558 Package Printing | 3 |  | X |  | X |  | None |
| MAAT-561, Industry Issues and Trends | 3 |  | X | X |  |  | None |
| MAAT-563, Estimating Practice | 3 |  | X |  | X |  |  |
| MAAT-566, Typography Research | 3 |  | X |  | X |  | MAAT-106 |
| MAAT-571, Digital Asset Management | 3 |  | X | X |  |  |  |
| MAAT-573, Transmedia Storytelling | 3 |  | X |  | X |  | None |
| MAAT-599, Independent Study | 3 |  | X | X | X |  | Permission of instructor |
| Total credit hours: 15 |  |  |  |  |  |  |  |

**Minor Course Conversion Table: Quarter Calendar and Semester Calendar Comparison**

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| **Directions: The tables on this page will be used by the registrar’s office to aid student’s transitioning from the quarter calendar to the semester calendar.**  **If this minor existed in the quarter calendar and is being converted to the semester calendar please complete the following tables.**  **If this is a new minor that did not exist under the quarter calendar do not complete the following tables.**  Use the following tables to show minor course comparison in quarter and semester calendar formats. Use courses in the (2011-12) minor mask for this table. Display all required and elective minor courses. If necessary clarify how course sequences in the quarter calendar convert to semesters by either bracketing or using some other notation. |

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| --- | --- |
| Name of Minor in Semester Calendar: | Media Arts and Technology Minor |
| Name of Minor in Quarter Calendar: | Print Media Minor |
| Name of Certifying Academic Unit: | School of Print Media |

| **QUARTER: Current Minor Courses** | | | **SEMESTER: Converted Minor Courses** | | |  |
| --- | --- | --- | --- | --- | --- | --- |
| Course # | Course Title | QCH | Course # | Course Title | SCH | **Comments** |
| 2083-201  2083-216 | New Media Perspectives  Digital Foundations | 4 | MAAT-101 | Foundations | 3 |  |
| 2083-217 | Typography and Page Design | 4 | MAAT-106 | Typography and Page Design | 3 |  |
| 2083-206 | Imaging for New Media | 4 | MAAT-107 | Imaging | 3 |  |
| 2083-346 | Print Production Workflow | 4 | MAAT-206 | Print Production Workflow | 3 |  |
| 2083-402 | Media Law | 3 | MAAT-355 | Media Law | 3 |  |
| 2083-323 | Media Strategies | 4 | MAAT-356 | Media Strategies | 3 |  |
| 2082-407 | Color Management Systems | 4 | MAAT-357 | Color Management Systems | 3 |  |
| 2083-371 | Estimating Practice | 4 | MAAT-358 | Estimating Practice | 3 |  |
| 2082-401 | Digital Print Processes | 3 | MAAT-361 | Digital Print Processes | 3 |  |
| 2082-413 | Operations Management in the Graphic Arts | 4 | MAAT-362 | Operations Management in the Graphic Arts | 3 |  |
| 2082-367 | Media Industries Analysis | 4 | MAAT-363 | Media Industries Analysis | 3 |  |
| 2083-412 and 2083-317 | Digital News Systems Management and News Production Management | 4/3 | MAAT-364 | Digital News Systems Management | 3 |  |
| 2083-361 | Introduction to Book Design | 4 | MAAT-366 | Introduction to Book Design | 3 |  |
| 2081-409 | Image Processing Workflow | 3 | MAAT367 | Image Processing Workflow | 3 |  |
| 2081-386 and 2081-364 | Gravure Process and Flexographic Process | 3/3 | MAAT-368 | Gravure and Flexography | 3 |  |
| 2081-367  2081-467 | Lithographic Process  Lithographic Process II | 3 | MAAT-376 | Lithographic Process | 3 |  |
| 2083-368 | Advanced Retouching and Restoration | 3 | MAAT-377 | Advanced Retouching and Restoration | 3 |  |
| 2082-501 | Industry Issues and Trends | 4 | MAAT-561 | Industry Issues and Trends | 3 |  |
| 3083-416 | Media Business Basics | 4 | MAAT-307 | Media Business Basics | 3 |  |
| 2082-417 | Database Publishing | 4 | MAAT-301 | Database Publishing | 3 |  |
| 2082-311 | Packaging Solutions | 4 | MAAT-558 | Package Printing | 3 |  |
| 2081-359 | Bookbinding | 3 | MAAT-369 | Bookbinding | 3 |  |
| New |  |  | MAAT-566 | Typography Research | 3 |  |
| New |  |  | MAAT-383 | Design Production | 3 |  |

Policy Name: **D1.1 MINORS POLICY**

 1. Definition

A minor at RIT is a related set of academic courses consisting of no fewer than 15 semester credit hours leading to a formal designation on a student's baccalaureate transcript.

The purpose of the minor is both to broaden a student's college education and deepen it in an area outside the student’s major program. A minor may be related to and complement a student’s major, or it may be in a completely different academic/professional area.   It is the responsibility of the academic unit proposing a minor and the unit’s curriculum committee to indicate any home programs for which the minor is not a broadening experience.

In most cases, minors shall consist of a minimum of two upper division courses to provide reasonable breadth and depth within the minor.

2. Institutional parameters

1. Minors may be discipline-based or interdisciplinary;
2. Only matriculated students may enroll in a minor;
3. At least nine semester credit hours of the minor must consist of courses not required by the student's home program;
4. Students may pursue multiple minors.  A minimum of nine semester credit hours must be designated towards each minor; these courses may not be counted towards other minors;
5. The residency requirement for a minor is a minimum of nine semester credit hours consisting of RIT courses (excluding "X" graded courses);
6. Posting of the minor on the student's academic transcript requires a minimum GPA of 2.0 in each of the minor courses;
7. Minors may not be added to the student's academic record after the granting of the bachelor's degree.

3. Development/approval/administration processes

* 1. Minors may be developed by faculty at the departmental, inter-departmental, college, or inter-college level. As part of the minor development process:
     1. students ineligible for the proposed minor will be identified;
     2. prerequisites, if any, will be identified;
  2. Minor proposals must be approved by the appropriate academic unit(s) curriculum committee, and college curriculum committee(s), before being sent to the Inter-College Curriculum Committee (ICC) for final consideration and approval.
  3. The academic unit offering the minor (in the case of interdisciplinary minors, the designated college/department) is responsible for the following:
     1. enrolling students in the minor (as space permits);
     2. monitoring students’ progress toward completion of the minor;
     3. authorizing the recording of the minor's completion on student's academic records;
     4. granting of transfer credit, credit by exam, credit by experience, course substitutions, and advanced placement;
     5. responding to student requests for removal from the minor.
  4. As per New York State requirements, courses within the minor must be offered with sufficient frequency to allow students to complete the minor within the same time frame allowed for the completion of the baccalaureate degree.

4. Procedures for Minor revision

It is the duty of the college curriculum committee(s) involved with a minor to maintain the program’s structure and coherence.  Once a minor is approved by the ICC, changes to the minor that do not have a significant effect on its focus may be completed with the approval of the involved academic unit(s) and the college curriculum committee(s).  Significant changes in the focus of the minor must be approved by the appropriate academic unit(s) curriculum committee(s), the college curriculum committee(s) and be resubmitted to the ICC for final consideration and approval.