Course Affiliation in Latin American Studies

Document approved by the Latin American Studies Steering Committee on Oct, 16, 2014.

This document explains the procedure by which courses at The University of Scranton form part of Latin American Studies program and can be used by its students in partial fulfillment of the major or concentration.

Acronyms:

Latin American Studies [LAS]
Latin American Studies and Women’s Studies [LA/W/S]

Definitions:

Course affiliation refers to LAS courses that may be used by its students in partial fulfillment of the major or concentration.

Home department refers to the department that hired the faculty member and reviews or reviewed that person during the tenure and promotion process.

Criteria:

LAS courses must dedicate significant content to Latin American Studies and meet one of the following criteria:

Student Learning Outcomes of Latin American Studies (Major and Concentration):

Students of the Latin American Studies’ courses will:

(a) explain the historical, political, cultural, or economic development of Latin America.
(b) describe how Latin Americans have contemplated the human condition and the need for self-transcendence.
(c) demonstrate how Latin America’s natural history has had a tremendous influence on the development of the cultures of the people who live there, and how humans have adapted to and altered their environment.
(d) discuss how literary works by peoples of Latin American heritage represent cultural, social, and political issues such as the articulation and negotiation of class, racial, and sexual identities.
Preliminary Steps prior to submission of application:

While the Latin American Studies program is housed in the LA/W/S department and can sponsor its own courses, faculty with full-time appointments in other departments should sponsor curricular review through their home department, which will be responsible for scheduling the course in consultation with the Director of LAS and the chair of LA/W/S.

Faculty who seek course affiliation are encouraged to seek the advice and support of the director of LAS prior to completing paperwork for LAS or their home department. Such consultation assists in the development of courses that meet LAS criteria and facilitates interdepartmental communication. Once this consultation is complete, faculty members should submit the course for simultaneous review to the LAS Steering Committee and to their home department, and obtain the signature of the chair of LA/W/S on final approval forms sent to University curriculum committees.

Faculty who currently teach a course listed in the Undergraduate Catalog that contains significant content dedicated to Latin America are also encouraged to apply for course affiliation.

The thirty core credits required of LAS majors are divided into five areas: area 1 (History and Political Science); area 2 (Philosophy and Theology/Religious Studies); area 3 (Biology, Anthropology, and Geography); area 4 (Literature) and area 5 (Supporting coursework). Applicants are encouraged to consult the Undergraduate Catalog for complete descriptions of these areas, and must state on the application the area which they believe their course should be included. Courses accepted into the LAS program will automatically be listed as supporting courses in the LAS Concentration.

Decision process:

Members of the LAS Steering Committee will vote to determine a) whether or not a course meets the criteria for affiliation in the program, b) the area (1-5) in which the course may be used in the major, and c) the area (language, history, political science, or supporting) in which the course may be used in the concentration.

Course affiliation is provisional. After teaching the approved course for the first time, faculty members must present their course to the members of the LAS Steering Committee. This process provides both new LAS faculty and more experienced ones with an opportunity to become aware of new curricular developments, eliminate potential course overlaps, and develop and explore points of cross-connection.

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1 For the learning outcomes below regarding language proficiency, the desired benchmark for linguistic proficiency in the target language is the Intermediate/High level or above according to ACTFL proficiency guidelines. See guidelines followed by the World Languages and Cultures Department.
Staffing changes or substantive alterations to an existing course require resubmission for continued course affiliation because new iterations may no longer meet LAS criteria. The director of LAS reserves the right to request a new application for course affiliation.

Courses approved for LAS affiliation must be noted as such on the course syllabus, which should also provide the mission statement of the program and encourage students to see the director of LAS if interested in getting a major or concentration. Instructors are also required to send a copy of their course syllabus to the secretary of LA/W/S during the first week of the semester every time the course is taught.

**Application for Course Affiliation in Latin American Studies**

Name of instructor: _______________________________

Today’s date: ____________________________

Name of your home department: __________________

Name of course you wish to affiliate with LAS: ___________________________

Semester course will be offered: ________________

Will this course be taught once or periodically? Please explain. __________________

Has this course completed curricular review and is listed in Undergraduate Catalog? ______

If so, how is this course listed in the *Undergraduate Catalog* (ex: HIST 125)? _____________

If not, what department prefix will likely be used for this course? ______________

If you seek LAS affiliation for an existing course, please write the course description exactly as it appears in the *Undergraduate Catalog*:
If a new course, please write a course description (max. 100 words):

Please review the requirements in the Catalog for the LAS major and concentration. What “area” (1-5) of the major best fits your course? _______________. Explain your rationale:

Clearly explain how this course will meet one of the criteria for LAS

Please attach a preliminary syllabus that includes student goals and objectives and a tentative list of required readings or bibliography.

Thank you.