

Course Material Submission Form OAN Match Definition Form

Today's Date: 1/2/08

Use this table to specify institutional data	
College/University:	Owens Community College
Name and title of individual submitting on behalf of the college/university	
Name:	
Title:	
Address:	
Email:	
Phone:	
Fax:	

Indicate the reason for this submission:

New Course Match
 Course Renumbering Only (do not use for calendar changes)
 Revised Materials - Faculty review panel requested clarification
 Revised Materials - Institution submitting additional information
 Revised Materials - Course content revised by institution, including situations of both content and credit hour change
 Revised Materials - Other

Describe specific revisions being made for "Revised Materials" submissions:

Institutional Notes to Faculty Panel (the institution is encouraged to add any additional clarifications for this submission):

Table 1 – Use this table to describe the course match for which materials are being submitted for the first time or revised.

Proposed effective year and term of match (Final effective date will depend on actual approval of match by faculty panel. Effective Year and Term is the first term in which students taking the course will receive matching credit.)

Semester institutions complete this row:
 2008 Academic Year Summer Autumn Spring

Quarter institutions complete this row:
 20 Academic Year Summer Autumn Winter Spring

Ohio Articulation	
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Number (OAN)	
OAH006	
Number of courses in the match:	1 (up to 10)
Current status of match:	<input checked="" type="checkbox"/> First time submission
	<input type="checkbox"/> Approved <input type="checkbox"/> Submitted <input type="checkbox"/> Disapproved <input type="checkbox"/> Error <input type="checkbox"/> Resubmitted <input type="checkbox"/> Pending <input type="checkbox"/> Error with enrollment <input type="checkbox"/> Not submitted
Course or Courses being matched to or currently matched to the OAN listed above. (Course Numbers must be exactly what will appear on a student's transcript.):	Course Number
	1. PHO 121
	2.
	3.
	4.
	5.
	6.
	7.
	8.
	9.
10.	

Table 2 - Use this table to submit course materials for the first time or to revise previously submitted course materials. You must submit each course in a separate form, repeating the match definition information in Table 1 above for each form submitted.					
Course Number. (Course Numbers must be exactly what will appear on a student's transcript.):	PHO 121	Course Title:	Black & White Photography 1		
Hours (be sure that the hours for this course matches the hours in the OAN.)					
<input checked="" type="checkbox"/> Semester Hours			<input type="checkbox"/> Quarter Hours		
Total Credit Hours	3	Lecture Hours	2	Laboratory Hours (if applicable)	3
Course Placement in Major:			<input type="checkbox"/> Major Requirement <input checked="" type="checkbox"/> Major Elective <input type="checkbox"/> Major Not Offered <input type="checkbox"/> Other		
Pre-Requisite Course work (if applicable) (Be sure this is consistent with the OAN definition): none					
Catalog/Course Description: Introduces students to photography, both as a fine art and a commercial application. Emphasis on technical skills to realize artistic visions in black and white prints: camera controls, film exposure, fundamentals of composition, developing film, mixing photo chemistry, making prints and preparing prints for exhibition. Develop skills of visual literacy and an awareness of photography's position as a fine art in relationship to the broader context of art.					

Texts/Outside Readings/Ancillary Materials (Be sure that the text meets performance expectations):

none

Course Objectives and/or Plan of Work:

(Provide a clear indication of how the course objectives align with the matched OAN's learning outcomes. This will facilitate the faculty panel course review process.)

Course Objectives:

Students will have a comprehensive understanding of their camera and its controls. Students will understand the camera's creative control; i.e. control of depth of field via aperture control and the depiction of motion via shutter speed control. Students will understand how to focus their cameras and how autofocus can hinder as well as assist in that effort. Emphasis of this course is student's understanding of film exposure and development. Begin with 400 ISO films. Students should understand the basics of the chemical reactions that occur during exposure and film and print development. Discuss the characteristics of various films so that students can make informed film selections

Student Learning Outcomes:

1. Student will demonstrate the ability to correctly manipulate the mechanics of the camera and lens:
2. Student will demonstrate ability to correctly expose the negative via metering methods such as the sunny day rule and use of grey card.
3. Student will demonstrate the ability to control of depth of field and motion by illustrating these technical concepts in images created for course assignments.
4. Student will demonstrate the ability to process film and evaluate the negative for correct exposure and processing.
5. Student will demonstrate proficiency at exposing, developing, printing and matting their own B&W film and prints.
6. Students will demonstrate critical skill in analyzing photographs for content, technical skill and composition by actively participating in group critiques.
7. Student will define the visual elements of basic lighting quality and direction.
8. Students will prepare a 10 print portfolio of work as culmination to the class.

Description of Assessment and/or Evaluation of Student Learning (The assessment plan needs to be appropriate for the expected rigor of the course) :

Percentage weight range:

(to be determined, within the given range by instructor)

A suggested breakdown of the grade is as follows:

Attendance	10
Critique	10
Assignments	30
Portfolio	25
Tests/Quizzes	25

TOTAL

100%

Master Syllabi and Working Syllabi (if both are used):



Course Outline

School of Arts and Sciences

Program and/or Degree Name (A.A. or A.S.): A.A.

Course Name: Black and White Photography 1

Course Number: PHO 121

Credits: 3

Contact Hours: 2 lecture 3 lab

Catalog Description:

Introduces students to photography, both as a fine art and a commercial application. Emphasis on technical skills to realize artistic visions in black and white prints: camera controls, film exposure, fundamentals of composition, developing film, mixing photo chemistry, making prints and preparing prints for exhibition. Develop skills of visual literacy and an awareness of photography's position as a fine art in relationship to the broader context of art.

Prerequisites/Co-Requisites: None

Potential Textbooks or Other Resource Material:

CURRENT TEXT

London & Stone. *Photography, 9th ed.* Prentice Hall.

Course Objectives:

Students will have a comprehensive understanding of their camera and its controls. Students will understand the camera's creative control; i.e. control of depth of field via aperture control and the depiction of motion via shutter speed control. Students will understand how to focus their cameras and how autofocus can hinder as well as assist in that effort. Emphasis of this course is student's understanding of film exposure and development. Begin with 400 ISO films. Students should understand the basics of the chemical reactions that occur during exposure and film and print development. Discuss the characteristics of various films so that students can make informed film selections.

Student Learning Outcomes:

9. Student will demonstrate the ability to correctly manipulate the mechanics of the camera and lens:
10. Student will demonstrate ability to correctly expose the negative via metering methods such as the sunny day rule and use of greycard.
11. Student will demonstrate the ability to control of depth of field and motion by illustrating these technical concepts in images created for course assignments.
12. Student will demonstrate the ability to process film and evaluate the negative for correct exposure and processing.
13. Student will demonstrate proficiency at exposing, developing, printing and matting their own B&W film and prints.
14. Students will demonstrate critical skill in analyzing photographs for content, technical skill and composition by actively participating in group critiques.
15. Student will define the visual elements of basic lighting quality and direction.
16. Students will prepare a 10 print portfolio of work as culmination to the class.

EVALUATION

A suggested breakdown of the grade is as follows:

Attendance	10
Critique	10
Assignments	30
Portfolio	25
Tests/Quizzes	25
TOTAL	100%

INSTRUCTIONAL METHODS

Lecture	
Critique	
Lab	
Lab demonstration	
Video/DVD presentation	
Slide presentation	
Course intro, materials expectations	1 week
Camera parts & functions, lenses	1 week
Exposure, metering, f-stops, shutter speeds, reciprocity	2 weeks
Film development	1 week
Printing and enlarging, darkroom controls	3 weeks
Composition and lighting basics	2 weeks
Camera controls – DOF and Motion	2 weeks
Historical & Contemporary Photography	2 weeks
Presentation, exhibition and portfolio preparation	2 weeks

Course Content with Tentative Timetable

Week 1	Course Intro, Camera parts and functions intro
Week 2	Exposure/Film parts
Week 3	Film Processing steps
Week 4	Non-metered exposure/ altered Vantage point
Week 5	Intro to Printing: enlarger use, processing steps
Week 6	Composition guidelines Metering methods: gray card
Week 7	Basic lighting: quality and direction Contrast control in darkroom
Week 8	Aperture: Depth of Field
Week 9	Burning and Dodging
Week 10	Shutter: Motion control
Week 11	Print Toning (Sepia)
Week 12	Matting: window mat and dry mounting
Week 13	On camera filters for contrast control and effects
Week 14	Brief History of Photography
Week 15	Final Project
Week 16	Final Portfolio

SPECIFIC CONSIDERATIONS

Students will be encouraged to attend related outside lectures, workshops, gallery exhibitions and participate in shows and competitions with or without instructor. Additionally, if weather and time permits, instructor will take students on off-campus field trips to photograph at predetermined locations.

Prepared by:	Date: March 28, 2008
Revised by: Ruth Foote	
Date: November, 2003	
Revised by: Monica Sheets	
Date: October, 2000	
Revised by: Kim NaVarre	
Date: March, 1997	
Prepared by: Charlie Drake	
Date: March, 1995	

Additional Documentation:

OBR Use

Approved-Effective Date	
Pending (i.e. Additional Information Requested)	
Disapproved	
Today's Date	

Course Material Submission Form

Instructions and notes

1. Submit completed forms to atpanels@regents.state.oh.us.
2. Use this form to define course matches and to submit new or revised course materials for faculty panel review. Please do not submit a form for multiple OANs or Courses.
3. For course renumbering and credit hour revision, remember to withdraw the old match.
4. For course renumbering and credit hour revision, you may want to include information about how the new numbers relate to the old in the Institutional Notes to the Faculty Panel.
5. Click check boxes to check the item. Text fields will expand as you enter information. Press tab to move forward through form. Press Shift-tab to move backward. Note that these tables are implemented as MS Word tables. Keep that in mind as you are copying and pasting between your syllabi and this form. It is possible to paste tables as nested tables. Use the Edit Menu "Paste as Nested Tables" selection.
6. Once you are done entering your information, save the data file. Under the File menu, choose "Save as" and then enter the name (no spaces!) of the file using the following naming conventions:
 - a. For course material submissions: **Institution-OAN-Course Number-Sequence-Version. Institution** is the 4 character HEI institution designation. **OAN** is the Ohio Articulation Number whose match is being defined or revised. **Course Number** is the **transcript** course number. **Sequence** is an indication of which course of a multi-course match is addressed in this form. The sequence is of the form (n of m) for an m-course match. For example, 1 of 1 for a single course match or 1 of 2 and 2 of 2 for a 2 course match. **Version** is a number indicating the revision number of this submission. Start with "Ver1" for the first time submission and include the "Ver".

Example:

If you are submitting course materials for Rhodes Community College MATH110 for OMT005 the name of the file would be LMTC-OMT005-MATH110-(1 of 1)-Ver1.

If you are submitting course materials for Rhodes Community College MATH111 and MATH112 for OMT006 the name of the files would be LMTC-OMT006-MATH111-(1 of 2)-Ver1 and LMTC-OMT006-MATH112-(2 of 2)-Ver1.

7. Course materials must be submitted according to timelines below:

Considering the submissions of **new** courses for TAG matches, our goal is to work toward a timeline as follows:

Submit Course Material:	Start of Term 1
Faculty Panels Review Submitted Courses:	During Term 1
Approved course is effective:	Start of Term 2
Approved course is matched for transcript processing:	Term 3

A new match will have to be approved according to the timeframes below:

Course Approval Sample Timelines

Quarter Institutions

	Summer	Autumn	Winter	Spring
Course Material Submitted for Review	By 6/1	By 8/15	By 1/1	By 3/1
Faculty Panel Reviews Completed	By 8/1	By 12/31	By 2/28	By 5/31

Semester Institutions

	Summer	Autumn	Spring
Course Material Submitted for Review	By 6/1	By 8/15	By 1/1
Faculty Panel Reviews Completed	By 8/1	By 12/31	By 5/31

- If you want to submit supplementary supporting documentation, you may do that. Simply send the file along with this form and name the supplementary file **Institution-OAN-Course Number-Supplement. Institution, OAN, and Course Number** are as described in Number 6 above. Include the word **"Supplement"**. Just be sure to reference the supplement from the appropriate spot in this document.
- Remember that all institutions are required to have at least one course match for each OAN in all TAGs for which they have corresponding programs.
- This form should be used for all submissions or resubmissions starting immediately.
- If you encounter problems or have questions, please contact any of the individuals listed below:

Jim Ginzer (614) 752-9486 jginzer@regents.state.oh.us
 Sam Stoddard (614) 752-9532 sstoddard@regents.state.oh.us
 Candice Grant (614) 644-0642 cgrant@regents.state.oh.us