

WINONA STATE UNIVERSITY  
NEW AND REVISED COURSE AND PROGRAM APPROVAL FORM

Routing form for new and revised courses and programs.

Course or Program Film 250

<b>Department Recommendation</b> <u>[Signature]</u> Department Chair <u>11/22/13</u> Date <u>c.kruse@winona.edu</u> e-mail address	
<b>Dean's Recommendation</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No* <u>[Signature]</u> Dean of College <u>11/25/13</u> Date	
*The dean shall forward their recommendation to the chair of the department, the chair of A2C2, and the Vice President for Academic Affairs.	
<b>A2C2 Recommendation</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved <u>[Signature]</u> Chair of A2C2 <u>1/15/2014</u> Date	
<b>Graduate Council Recommendation</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved (if applicable) _____ Chair of Graduate Council Date _____ _____ Director of Graduate Studies Date _____	
<b>Faculty Senate Recommendation</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved _____ President of Faculty Senate Date _____	
<b>Academic Vice President Recommendation</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved _____ Academic Vice President Date _____	
<b>Decision of President</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved _____ President Date _____ Please forward to Registrar.	
Registrar _____ Please notify department chair via e-mail that curricular change has been recorded. Date entered _____	

5 11/26/13



WINONA STATE UNIVERSITY  
PROPOSAL FOR A NEW COURSE

This form is to be used to submit a proposal for a new undergraduate or graduate course. Every item on this form must be completed prior to submission to A2C2. The department proposing a new course must include a *Financial and Staffing Data Sheet* and a *New and Revised Course and Program Approval Form* with the department chairperson's and Dean's signatures. Refer to Regulation 3-4, *Policy for Changing the Curriculum*, for complete information on submitting proposals for curricular changes.

Department English Date Nov. 12, 2013

FILM 250 Course No. Introductory Filmmaking Course Title 3 Credits\*

This proposal is for a(n):  Undergraduate Course  Graduate Course

Is this course for USP?  Yes\*\*  No Is this course for GEP?  Yes\*\*  No

List all Major Codes to which this proposal applies as a required course: None.

List all Major Codes to which this proposal applies as an elective course: None.

List all Minor Codes to which this proposal applies as a required course: None.

List all Minor Codes to which this proposal applies as an elective course: FILM

Prerequisites Film 140 OR Film 240

Grading method  Grade only  P/NC only  Grade and P/NC Option

Frequency of offering on demand

What semester do you anticipate that will this course be offered for the first time? Fall 2014 (offered as OTCO Spring 2014)

Note: The approval process for a new course typically takes at least four to six weeks

\* If this course will change the number of credits for any major or minor, the form *Proposal for a Revised Program* must also be submitted and approved according to the instructions on that form.

\*\*For General Education Program (GEP) or University Studies (USP) course approval, the form *Proposal for General Education Courses* or *Proposal for University Studies Courses* must also be completed and submitted according to the instructions on that form.

**Please provide all of the following information:**

(Note: a syllabus or other documentation may not substitute for this)

**A. Course Description**

- 1. Description of the course as it will appear in the WSU catalog, including the credit hours, any prerequisites, and the grading method. If the course can be repeated, indicate the maximum number of credit hours for which this can be done.**

An introduction to filmmaking technique and practice, focusing on the collaborative production of short films for public distribution and exhibition. 3 s.h. The specific topic and project will be announced in the class schedule. May be repeated for a total of six s.h.

- 2. Course outline of the major topics, themes, subtopics, etc., to be covered in the course. This outline should be, at a minimum, a two-level outline, i.e., consisting of topics and subtopics. This information will be submitted to MnSCU by the WSU Registrar's office.**

**COURSE OUTLINE**

- 1 Introduction to Filmmaking Practice
  - i. Forms & styles

5/12/13



- ii. History of filmmaking
  - iii. Ethics in filmmaking
  - iv. Planning and execution
  - v. Case studies: specific examples and genres
- 2 Pre-Production
- i. Research and planning
  - ii. Team building, roles, & responsibilities
  - iii. Images, sound and pictures
  - iv. Script & storyboard techniques
  - v. Locations, sets, and design
  - vi. Equipment use
  - vii. Case studies: specific examples and genres
- 3 Production
- i. Rehearsals, set-ups, and takes
  - ii. Lighting and mise-en-scene
  - iii. Basic camera shots and framing
  - iv. Capturing video and still images
  - v. Sound recording
  - vi. Case studies: specific examples and genres
- 4 Post-Production
- i. Editing
  - ii. Transcription
  - iii. Continuity
  - iv. Sound design/mixing
  - v. Designing, editing, and incorporating graphics
  - vi. Collaborating with clients, cast, crew
  - vii. Case studies: specific examples and genres
- 5 Distribution
- i. Broadcast media
  - ii. Competitions
  - iii. Festivals
  - iv. Premieres
  - v. Social Media
  - vi. Waivers and Releases
  - vii. Copyright
  - viii. Intellectual Property
  - ix. Case studies: specific examples and genres

3.a Instructional delivery methods utilized: (Please check all that apply).

Auditorium/Classroom: <input checked="" type="checkbox"/>	ITV	Online	Web Enhanced	Web Supplemented
Laboratory:	Service Learning	Travel Study	Internship/Practicum	
Other: (Please indicate)				

3.b. MnSCU Course media codes: (Please check all that apply).

None:	3. Internet	6. Independent Study	9. Web Enhanced
1. Satellite	4. ITV Sending	7. Taped	10. Web Supplemented
2. CD Rom	5. Broadcast TV	8. ITV Receiving	



#### 4. Course requirements (papers, lab work, projects, etc.) and means of evaluation.

##### ASSIGNMENTS

- Case studies
- Shoot/edit exercises
- Discussion posts based on readings & production phases
- Shooting short film
- Script writing
- Draft and final cut of video
- Course reflective final paper

Formative assessment will be done using a rubric to evaluate student work as it relates to discussion boards, field exercises and script writing. Both continual formative and summative assessment will also be conducted on a final course project.

#### 5. Course materials (textbook(s), articles, etc.).

This course will require a set of video cameras and peripheral devices (tripods, lights, microphones, etc.) to be provided for the students to check out and use at no cost. (Equipment has been provided through generous funding from The WSU Retiree Center, WSU Foundation, and the College of Liberal Arts.)

Additionally, students will use video and editing software (to be purchased at a nominal cost), DVDs and external drives, and Lynda.com, a free resource for instructional media licensed to all WSU students and faculty.

#### 6. List the student learning outcomes for this course and how each outcome will be assessed.

##### STUDENT LEARNING OUTCOMES

- Students will identify and explain the formal fundamentals of cinematic storytelling.
- Students will distinguish between different genres of filmmaking and their basic tenets.
- Students will be able to demonstrate the 'how' and 'why' concepts of visual story telling.
- Students will write and produce a short collaborative film related to the specified course content.
- Students demonstrate competencies for the preproduction, production and postproduction phases of filmmaking.
- Students will participate in a successful community partnership and community service learning.

A summative assessment using a rubric based on student learning outcomes will be made for all assignments. Students will be assessed via performance on discussion posts, documentary and reflection paper.

#### B. Rationale

Provide a rationale for the new course. The rationale should include the following items.

##### 1. A statement of the major focus of the course.

The goal of this course is to familiarize students with filmmaking technique and practice. Students will be introduced to the techniques and tools of cinematic narrative storytelling. Students will examine the genres, styles, practices, and ethics of film production as they collaborate on short films for public distribution and exhibition. Students' final projects will be distributed and exhibited publicly in various venues and forums as warranted.

##### 2. A statement of how this course will contribute to the departmental curriculum.

Existing offerings in Film Studies concentrate primarily on American/Hollywood films and history, and therefore FILM 250, Introductory Filmmaking, will offer both our minors and our students at large an opportunity to gain first-hand experience in filmmaking technique and practice. FILM 250, Introductory Filmmaking, will provide an attractive, challenging elective that provides students with direct instruction, clear guidance, and constructive criticism in the art of filmmaking.

##### 3. A statement of why this course is to be offered at this level (i.e. 100-, 200-, 300-, 400-, or 500-level)

Students need have only completed a single prerequisite for this class, either Film 140 or 240, so as to ensure basic



knowledge of cinematic vocabulary and concepts. Otherwise, no prior experience with filmmaking is required. This class is introductory in nature and employs user-friendly hardware and software for film production. The course is offered at the 200-level because it is more challenging in its sophistication and complexity than our 100-level course, FILM 140, Approaches to Film, and because it will make for an appropriate GEP offering in Goal 6 (Humanities and Fine Arts).

**4. Identification of any courses which may be dropped, if any, if this course is implemented.**

No course will be dropped. As of this writing, the course is scheduled to be offered only as an addition to the regular rotation of FILM offerings.

**C. Impact of This Course on Other Departments, Programs, Majors, and Minors**

Provide a statement of the impact of this course on other departments, programs, majors, and minors.

**1. Clearly state the impact of this course on courses taught in other departments. Does this course duplicate the content of any other course? Is there any effect on prerequisites for this or any other courses?**

This course does not duplicate the content of courses taught in other departments and is likely to have no impact on them. It does not serve as a prerequisite to any other course.

**2. Would approval of this course change the total number of credits required by any major or minor of any department? If so, explain the effects which this course would have.**

This course will not change the total number of credits required by any department or program.

**3. If this course has an impact on the major or minor of any other department or program, it is the responsibility of the department submitting the course proposal to send written notification to the department(s) or program(s) affected. State clearly which other programs are affected by this proposal and whether the other departments have been notified and/or consulted. Attach letter(s) of understanding from impacted department(s).**

This course will not impact the major or minor of any other department or program.

**D. Attach to This Proposal a Completed**

- 1. Financial and Staffing Data Sheet*
- 2. New and Revised Course and Program Approval Form*

**E. Department Contact Person for this Proposal:**

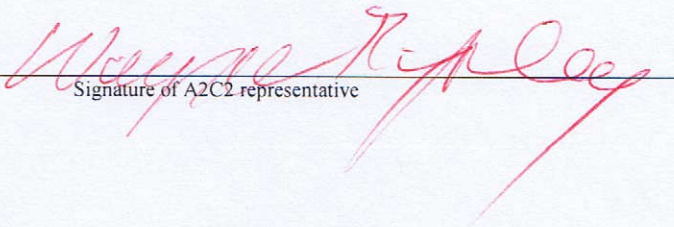
J Paul Johnson  
Name (please print)

x5453  
Phone

pjohnson@winona.edu  
e-mail address

**F. Review by Department A2C2 Representative**

I have reviewed this proposal and certify that it is complete

  
Signature of A2C2 representative



WINONA STATE UNIVERSITY  
FINANCIAL AND STAFFING DATA SHEET

Course or Program FILM 250, Introductory Filmmaking

Include a Financial and Staffing Data Sheet with any proposal for a new course, new program, or revised program.

Please answer the following questions completely. Provide supporting data.

1. Would this course or program be taught with existing staff or with new or additional staff? If this course would be taught by adjunct faculty, include a rationale.

This course will be taught for the foreseeable future with adjunct faculty, as a local instructor with significant experience is available and willing to instruct the course. The Dean of the College of Liberal Arts has agreed to offer one section per year staffed by adjunct faculty. The Department may choose, in the future, to offer a section taught by its own faculty.

2. What impact would approval of this course/program have on current course offerings? Please discuss number of sections of current offerings, dropping of courses, etc.

This course does not impact the staffing or scheduling of any other course.

3. What effect would approval of this course/program have on the department supplies? Include data to support expenditures for staffing, equipment, supplies, instructional resources, etc.

Supplies and materials for this course have been purchased and with the generous support of the WSU Foundation in the form of a Special Projects Grant. The College of Liberal Arts has generously provided Innovations funding in support, and the WSU Retiree Center has provided additional funds for equipment and supplies.