

DEFINITION

These are the minimum requirements for approval. Individual undergraduate certificates may have additional requirements.

An undergraduate certificate is a programmatic or linked series of courses from a single field or one that crosses disciplinary boundaries and may be free-standing or affiliated with a degree program. The certificate provides a structured and focused set of courses that can be used to enhance a student's baccalaureate experience or professional development. There will be a Mandatory Review of all certificates every five years.

An undergraduate certificate program:

- Requires a minimum of 15 semester hours of which at least 12 semester hours must be upper division
- Requires a minimum grade of "C" or better for all upper division courses
- *Consists of courses that must directly relate in whole or large part to the purpose of the certificate. Example: Geographic area certificates must include only courses specific to the title of the certificate, other than a non-English language*
- Is cross disciplinary; or,
 - Certified by a professional or accredited organization/governmental agency; or,
 - Clearly leads to advanced specialization in a field; or,
 - Is granted to a program that does not currently have a major

PROPOSAL PROCEDURES CHECKLIST

Before academic units can advertise undergraduate certificates or include them in their offerings as described in the university catalogs, they must be recommended for approval by the Curriculum and Academic Programs Committee and Academic Senate, and approved by the appropriate Vice Provost.

A complete proposal should include:

1. Justification for the request for Certificate approval. Why should this be a certificate rather than a concentration or a minor, since certificates, by definition, are interdisciplinary, they could not be minors or concentrations, which are housed in disciplines. This proposed certificate (check one):

- Is cross disciplinary; or,
- Is certified by a professional or accredited organization/governmental agency; or,
- Clearly leads to advanced specialization in a field; or,
- Is granted to a program that does not currently have a major.

2. A supporting letter from the chair of each of the academic units verifying that:

- A. The proposed certificate has been reviewed and has received faculty approval through appropriate governance procedures in the units concerned.
- B. The units have the resources to support the certificate as presented in the proposal, without impacting core course resources.

Letter from School of Historical, Philosophical and Religious Studies (SHPRS) included.

3. A supporting letter from the *sponsoring departments and supervising dean(s)* verifying that the certificate has been reviewed and has received approval through appropriate governance procedures in the college(s).

Letter of support included.

4. If the certificate program is affiliated with a degree program, include a brief statement of how it will complement the program. If it is not affiliated with a degree program, incorporate a statement as to how it will provide an opportunity for a student to gain knowledge or skills not already available at ASU.

There is currently no degree program in Brazilian studies. This certificate represents a unique opportunity for students to study the language and culture of Brazil.

5. A statement concerning the need or demand for the program (student/community/market).

Portuguese language, literature, and culture have been taught at ASU, in the School of International Letters and Cultures (formerly Department of Foreign Languages and the Department of Languages and Literatures) since the mid-1960s. It was introduced as a complement to the Spanish language, literature, and culture program, the largest component of the school, and it continues to serve basically as a collateral field for Spanish majors. It also serves a significant group of returning LDS missionaries from Brazil who wish to continue develop and refine the skills they developed during their two-year stay in that country.

Portuguese and Spanish, and the societies that speak them, have always been closely related. The two languages, while today structurally very different (as, say, English and Dutch), are historically related, joined first by their common destiny in the Iberian Peninsula and then, as a consequence of the period of American conquest, by their common destiny on the Southern American continent. The two languages have often shared writers and intellectuals, and during the period 1580-1640, the Portuguese crown was held by Spain. Brazil has come to exercise an enormous influence in Latin American society and important segments of what foreigners believe they know about Latin America (carnival or beach culture, for example) really relates specifically to Brazilian society and culture.

Today, Brazil is one of the world's fastest growing economies. As part of the BRIC constellation (Brazil, Russian, India, and China), Brazil is Latin America's largest democracy and its financial leader. Because of the Mercosur Common Market, Brazil's economy is integrated with that of other so-called Southern Cone countries, and there is now a project to expand the Market to include other countries in South America. From the cultural point of view, there have always been historical continuities between Spanish and Portuguese. Commercially, economically, and financially, Brazil and the Spanish-speaking countries are becoming increasingly integrated, as is the case with Spain and Portugal. As a consequence, and under the leadership of professional organizations such as the American Association of Teachers of Spanish and Portuguese, the Latin American Studies Association, the Modern Language Association, and various regional associations, there is the prevailing expectation that students of Spanish will also study Portuguese.

Portuguese is now part of the core studies requirement for the BA in Spanish. For those students who wish to expand their coursework in Portuguese and to receive official recognition for their studies, it is now proposed that a Certificate in Brazilian Studies be instituted. This certificate will allow students to present a Program of Studies more fully in line with current sociocultural circumstances of the two languages and allow them to compete more successfully in a job market in which knowledge of both languages and their respective cultures is desirable, if not imperative.

An integral part of Brazilian studies at ASU is the summer program in Bahia, Brazil, which provides students with five weeks of immersion language training and direct contact with Brazilian society and its cultural manifestations.

6. A list of the knowledge, competencies, and skills (learning outcomes) students should have when they complete this proposed certificate program. Examples of program learning outcomes can be found at (<http://www.asu.edu/oue/assessment.html>).
 - A secure command of Brazilian Portuguese on all levels of competence and in the four standard skills of reading, writing, speaking, and listening.
 - A critical awareness of the major issues in contemporary Brazilian society and their interpretation in Brazilian cultural production.
 - An understanding of Brazil's complex role in Latin American society as a whole.

7. A description of each units' strengths in relation to the proposed certificate.

- Who are the primary faculty participants? Include full name, title/rank (faculty, lecturer, etc.)
- How does the certificate fit with their areas?
- Who are the supporting faculty?

A. Primary Faculty

Dr. Isis Costa McElroy, Assistant Professor Portuguese
Dr. David William Foster, Regents' Professor of Spanish and Women and Gender Studies
Dr. Clarice Deal, Instructor in Portuguese
Dr. Mark Curran, Professor Emeritus of Portuguese

Costa McElroy is a specialist in Afro-Brazilian culture, one of the most significant and original components of Brazilian society. Her research also focuses on contemporary Brazilian literature, particularly on its hybrid linguistic and cyber-cultural connections with Argentine and Uruguayan literatures. Foster pursues research on urban culture in Brazil, including gender issues and Jewish diaspora society in Brazil; he also conducts National Endowment for the Humanities Summer Seminars for College and University Teachers on Urban Brazilian Narrative. Deal has prepared extensive materials for the teaching of Portuguese based on that country's important popular music traditions. Curran is an international authority on Brazilian folk literature, especially the popular ballad. The interests of these faculty members complement each other such as to provide a comprehensive coverage of Brazilian culture.

No new faculty will be requested.

B. Supporting Faculty

Dr. Michael Mitchell, Associate Professor of Political Science
Ms. Pegge Vissicaro, Clinical Associate Professor of Dance
Dr. Caio Pagano, Regents' Professor of Music
Dr. Carla Melo, Assistant Professor of Theatre

Supporting faculty Vissicaro and Pagano give added strength in Brazilian culture and Mitchell provides support in the social sciences. We are currently hosting each year a visiting Fulbright faculty member, who will assist in the teaching of POR courses.

8. Procedures and qualifications for admissions to the certificate program.

ASU students admitted to a degree program in any field of study would be eligible for the Brazilian Studies Certificate Program.

9. A minimum residency requirement: How many hours of the certificate must be ASU credit?

A minimum residency requirement of 12 credit hours must be ASU credit.

10. A description of the requirements for this certificate illustrated with one or more model programs of study. Be specific in listing required courses as well as electives and specify the total minimum number of hours required for the certificate.

In addition to the course work and examinations required in the major field of interest, students would be responsible for fulfilling the minimum requirement of 18 credit hours in addition to the basic language requirement (see below) to reach the Brazilian Studies Certificate. These credit hours will be chosen in consultation with the Certificate coordinator.

Language:

Students must demonstrate proficiency in the Portuguese language at the intermediate level. The language requirement can be satisfied by completing the 313 - 314 sequence, one year of study abroad at the intermediate level, or achieving a satisfactory score on a proficiency exam. Language proficiency evaluations will be conducted by Dr. Clarice Deal and Prof. Isis Costa McElroy.

Core Required Courses (6 credit hours);

POR 313 Portuguese Composition and Conversation (3) (offered fall term)
POR 314 Portuguese Composition and Conversation (3) (offered spring term)

Students complete four courses from the list below. (12 credit hours)

POR 321 Luso-Brazilian Literature (3) (offered every other year)
POR 499 Specialized Instruction (offered every semester) (3)
REL 332 South American Indian Religion (offered every semester)
POR 394 Special Topics (any topic offered by the program faculty); including but not limited to:
Brazilian Archetypes and Icons (cross-list ENG)
Brazilian Culture
Brazilian Urban Culture
Brazilian Urban Narrative
Business Portuguese
Commercial Portuguese
Contemporary Brazil
Conversation and Composition I
Luso-Brazilian Culture
Neh Seminar
Portuguese Culture and Literature
Portuguese and Brazilian Literature
POR 494 Special Topics (any topic offered by the program faculty); including but not limited to:
Afro-Brazilian Culture
Afro-Brazilian Maroon Poetics (cross-list AFS)
Brazilian Filmmaking
Brazilian Issues and Realities
Brazilian Issues and Relations
Brazilian Popular Culture
Brazilian Urban Narrative
Chico Buarque: Musica/Poesi
Cinema Brasileiro
Contemporary Brazilian Fiction
Sao Paulo
Urban Culture: São Paulo

The program will be delivered in terms of individually offered, in-person courses, where enrollment demand justifies it; otherwise, courses will be delivered in terms of independent study/reading and conference, which may entail, on a rotating basis, an overload for participating faculty. However, student request for upper-division courses leads us to believe that we can reasonably expect to deliver some of the content specified in the proposal in terms of in-person, regularly scheduled courses on a carefully calibrated basis.

Toward fielding some of the offerings, we contemplate also making use of team teaching.

11. A description of advising procedures as well as measures for verification of completion of the certificate.

Students who are interested in the Brazilian Studies Certificate Program may contact the coordinator of the program to discuss a study plan. It is our goal to provide students with clear guidelines and a study plan from the beginning of their program that will meet their specific study of program and career needs. Students may consult the academic advisor of the School of International Letters and Cultures to coordinate academic plans for the Certificate program and their majors.

The completion of the requirements will be reviewed both by students' designated advisors and the coordinator of the Program. A minimum grade of "C" or better is required in each course. The coordinator will ultimately sign off on all certificates, although consultation with an official advisor is necessary for completion of the form required by the University Registrar.

Contact:

Prof. David William Foster
SILC, LL422
david.foster@asu.edu

12. A description of the administration of the new certificate.

- How many students will be admitted?
- Are any new courses required? If so, provide course syllabi and Proposal for Curriculum Action forms.
- How will the certificate program be governed/administered?
- What are the budgetary implications, e.g., will library and other forms of academic support resources, equipment, space and personnel services be needed? Specify the source for any additional resources.
- How will student recruiting be funded and staffed?
- Provide a procedure to check student transcripts and notify the registrar's Graduation Office so that the certificate appears on the transcript including the correct title.

We expect to begin with 3-5 students in the first year and intend to increase the number over the next five years, with at least 15 students by the fifth year.

Part of the implementation of the program will be to regularize the ST494 courses as specific catalog entries. All have been offered at least twice, with the exception of Advanced Composition.

The Brazilian Studies Certificate Program will utilize existing library and academic support resources. No additional equipment, space, or personnel will be necessary. ASU has one of the best Brazilian studies library collections in the U.S.

Portuguese faculty and undergraduate advisory staff in the School of International Letters and Cultures will perform student recruitment. Activities and events for recruiting are expected to be funded by the existing Brazilian studies fund and be subsidized as feasible by the School of International Letters and Cultures.

13. A completed Appendix document. This information is to be used during the implementation phase to ensure this program appears correctly and completely on Degree Search.

Attached.

14. Attach other information that will be useful to the review committees and the Office of the Provost.

APPENDIX

(This information is used to populate the [Degree Search](#)/catalog website.
Please consider the student audience in creating your text.)

1. Program Description (150 words maximum)

The Brazilian studies program consists of five essential components: 1) course in basic linguistic competence on the first- and second- year level; 2) advanced skills development in third- and fourth-year language courses; 3) grounding in major texts of Brazilian literature; 4) examination of major themes in Brazilian popular and urban culture, with particularly emphasis on Afro-Brazilian society; 5) complementary courses in specific issues in Brazilian culture as offered by collateral departments.

2. Contact and Support Information

Office Location (Building code & Room number):	LL 422C
Campus Telephone Number:	480-965-3752
Program email address:	DAVID.FOSTER@asu.edu
Program website address:	None

3. Program Requirements: Provide applicable information regarding the degree such as curricular restrictions or requirements, specific course lists, or academic retention requirements.

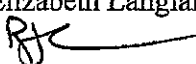
ASU students admitted to a degree program in any field of study would be eligible for the Brazilian Studies Certificate Program.

Once enrolled in the certificate, students must demonstrate proficiency in the Portuguese language at the intermediate level. In addition, the student must take POR 313, 314, and other courses in Portuguese language or Brazilian culture, for a total of 18 credit hours.

4. Additional Admission Requirements If applicable list any admission requirements (freshman and/or transfer) that are higher than and/or in addition to the university minimum undergraduate admission requirements.)

None

MEMO

To: Interim Dean of Humanities Elizabeth Langland
From: Robert Joe Cutter, Director 
Date: April 3, 2012
Re: Brazilian Studies Certificate

The School of International Letters and Cultures received permission to propose a Certificate in Brazilian Studies. The proposal has now been reviewed and approved by our Undergraduate Steering Committee. We also have a letters of support from the School of Historical, Philosophical, and Religious Studies. I have reviewed the proposal, and it has my full support.

College of Liberal Arts and Sciences
School of International Letters & Cultures

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<http://silc.asu.edu/>

From: Elizabeth Langland <Elizabeth.Langland@asu.edu>
Date: Sun, 15 Apr 2012 17:48:25 -0700
To: Joe Cutter <joe.cutter@asu.edu>
Subject: RE: Brazilian Studies Certificate

Dear Joe,

I apologize for missing your deadline. I did consult with Phil Vandermeer, faculty head in history, and SHPRS has no objection to the proposal and fully supports its implementation.

Do you need a more formal memo from me?

Best regards,
Elizabeth

From: Joe Cutter
Sent: Tuesday, April 03, 2012 1:52 PM
To: Elizabeth Langland
Cc: Jenny Smith
Subject: Brazilian Studies Certificate

Dear Elizabeth,

I'm writing to you in your capacity as interim dean AND as interim director of SHPRS. I'm attaching our proposal for the Brazilian Studies Certificate, along with my letter of support. As you will see, we are requesting a letter of support from you as the leader of SHPRS. Unfortunately, there is some time pressure here, for this package needs to go to Jenny, I think, by April 10.

Thank you for your help. Please let me know if you have any questions or need anything else.

Joe